

## Florida Agricultural & Mechanical University College of Law Standard 310 Implementation Policy

Pursuant to American Bar Association Standard 310, Florida Agricultural & Mechanical University College of Law maintains the following policy to determine the appropriate number of credit hours for coursework performed by students and to ensure faculty compliance with the standard. Pursuant to Interpretation 310-1, “[f]or purposes of this Standard, fifty minutes suffices for one hour of classroom or direct faculty instruction. An “hour” for out-of-class student work is sixty minutes. The fifteen-week [fourteen weeks at the College of Law] period may include one week for a final examination.”

### I. *Appropriate Number of Credit Hours for Coursework*

#### A. **Traditional Courses**

Unless otherwise specified, students will complete at least 45 hours of coursework per credit hour awarded. For coursework with a classroom component, for each credit hour awarded, students will receive at least one hour of direct faculty instruction for fourteen weeks (or the equivalent amount of work over a different amount of time), thirty hours of out-of-class academic engagement, and time for a final assessment or additional instruction, as follows:

Number of Credit Hours for Coursework

<b>Number of Credits</b>	<b>Minimum Number of Hours of Classroom Time or Direct Faculty Instruction</b>	<b>Aggregate Number of Hours of Out-of-Class Student Academic Engagement (over the course of the semester)</b>	<b>Minimum Time for Assessment (length of exam or amount of time spent completing final assessment) or Additional Instruction</b>
1	14 hours	30 hours	1 hour (45 hrs. total)
2	28 hours	60 hours	2 hours (90 hrs. total)
3	42 hours	90 hours	3 hours (135 hrs. total)
4	56 hours	120 hours	4 hours (180 hrs. total)

Out-of-class academic engagement is considered in the aggregate over the semester. Some courses are offered under more compressed schedules during a semester. In such situations, the Associate Dean of Academic Affairs and the Registrar will ensure compliance with this policy.

The Fall and Spring semesters are comprised of (1) fourteen weeks of classroom instruction (plus makeup days for holidays); (2) at least five calendar days for a reading period; and (3) at least ten

days for an examination period. The Summer semester is comprised of (1) nine weeks of instruction (plus makeup days for holidays); (2) at least three calendar days for a reading period; and (3) at least five calendar days for an examination period.

Classes will be scheduled to comply with the amount of classroom time noted above. Instruction times may be adjusted to account for out-of-class, supervised instruction. In such situations, faculty members will be required to justify the deviation from the default in their syllabi. The Associate Dean of Academic Affairs and the Registrar will assign the amount of in-class time for each class in compliance with this policy.

1. **Courses with In-Class or Take-Home Final Examinations:** Please note that for courses with final examinations, there is a separate minimum time for assessment based on the total number of credit hours for the course.

2. **Courses with Other Methods of Assessment:** Many courses focus on oral and written advocacy. As such, the assessment for some courses is not in the form of a traditional final examination, but a final written or oral assessment. In such courses, the form of assessment, whether a research paper, oral presentation, or a similar advocacy, research, or writing project, will require significant effort in excess of the equivalent number of in-class hours leading up to and during the week of final examinations or at an equivalent time earlier in the semester. At their choosing, faculty members may include additional instruction at the time that would have otherwise been dedicated to a final examination.

3. **Distance Learning Courses:** The standards set out in this policy apply equally to in-person and distance education courses.

#### **B. Independent Research/Directed Individualized Study**

A student must complete at least 45 hours of work per semester for each academic credit awarded for an Independent Research or Directed Individualized Study course. This equates to roughly six hours of work per week for a two-credit independent study course. Credit will be awarded only if the student completes at least 45 hours of work per credit hour, as evaluated by the faculty advisor to the independent study. Students must log all hours worked, even after the 45 hours per credit hour threshold is satisfied.

#### **C. Clinics and Field Placements**

For clinical courses and field placements (sometimes referred to as externships), the 45 hours of coursework, per credit, may include time spent in class, performing field placement or clinic work, preparing for class, or completing class assignments (e.g., reflective writing assignments), and preparing for and taking an exam, if applicable. Under current College of Law policy, students in clinical and field placement classes are required to perform in-class and out-of-class work in excess of this minimum. For example, clinics and externships offered through our In-House Clinical Program require, for 3 credits, a minimum of 178 hours of coursework (140 hours of out-of-class work and attend 38 hours of classroom time), which exceeds the ABA requirement of 127.5 hours for 3 credits. For 4 credits, a minimum of 220 hours of coursework is required for clinics (182 hours of out-of-class work and 38 hours of classroom instruction), and a minimum of 238 hours for externships (224 hours of out-of-class work and at least 14 hours of classroom time), which exceeds the ABA requirement of 170 hours for 4 credits.

#### **D. Journals and Law Reviews**

The work completed for Law Reviews and Journals constitutes “other academic activities,” as designated by ABA Standard 310. Credit will be awarded only if the student completes at least 45

hours of work per credit hour, as evaluated by a faculty advisor to the publication. Students must log all hours worked, even after the 45 hours per credit hour threshold is satisfied.

#### **E. Competition Teams**

The work completed for competition teams such as moot courts, mock trials, and other similar activities must constitute at least 45 hours of work per credit hour completed. Preparation, legal research, practice, and attendance and participation in competitions will be counted toward the 45 hours per credit hour, as evaluated by the faculty advisor(s) to the competition. Students must log all hours worked, even after the 45 hours per credit hour threshold is satisfied. Travel time and administrative time may not be included in the hours worked calculation.

#### **F. Faculty Research Associates**

The work completed by students enrolled in the courses designated Research Associate I and Research Associate II must constitute at least 45 hours of work per credit hour completed. Data collection, drafting of research summaries, and meeting with faculty supervisors to discuss assignment progress will be counted toward the 45 hours per credit hour requirement, as evaluated by the faculty supervisor. Students are instructed to maintain careful, accurate, and contemporaneous records of hours worked and specific tasks performed, even after the 45 hours per credit hour threshold is satisfied.

#### **II. *Requirements for Faculty Compliance***

Faculty members will be required to include language in their course syllabi indicating that those courses comply with this policy.