A new “Blended” option under Web Based “Mode of Instruction” will be added to UNK’s schedule of classes beginning Fall 2013. Currently, courses listed under the Web Based delivery mode must be 100% online. Following are the requirements for Blended courses:

1. **Blended course definition** At least 2/3 of the course must be online with 1/3 or less requiring mandatory meetings. For example, a 3 credit hour course is 45 contact hours. This means 15 or fewer contact hours will be offered through synchronous (same time) mandatory meetings (either face to face or video) with the remainder (at least 2/3 or more) being online. Following are the requirements for a blended course:

   Credit Hour Course = No. of Contact Hours Synchronous Mandatory Meeting Time
   
   1 credit hour course = 15 contact hours 5 contact hours or fewer
   10 contact hours or fewer
   3 credit hour course = 45 contact hours 15 contact hours or fewer
   4 credit hour course = 60 contact hours 20 contact hours or fewer
   5 credit hour course = 75 contact hours 25 contact hours or fewer
   6 credit hour course = 90 contact hours 30 contact hours or fewer

2. **Blended courses listed in MyBlue Schedule** Under Mode of Instruction, “Web Based” will be listed:

   ![Image of MyBlue Schedule]

   October 14, 2013
Under Web-Based, there will be two options listed in the “Room” field: 1) ONLINE-Fully Online OR 2) BLENDED-Mostly Online

“Class Notes” field for Online: On the following page under Class Notes, a detailed description will be available for all “Online” classes. The term “web based” will be replaced with “fully online.”

“Class Notes" field for Blended: For “Blended” courses, the following Class Notes description will be available:

This class is Blended and is mostly online. Mandatory meeting times will be required for 1/3 or less of this class. For dates and times, contact the Instructor or go to ecampus.unk.edu and view the eCampus Class Schedule. After registering, access this class on the start date at blackboard.unk.edu.

October 14, 2013
3. **Adding Blended courses to the schedule**
   Department Chairs have the following two options on how to add a Blended course to the schedule.
   - Complete the Registrars printout that is sent to you. Be sure to indicate if a course is Blended.
   - Complete the new eCampus Initiation Form if you missed the Registrar’s printout. You may find the eCampus Course Initiation Form on the Firefly website; click on SAPHIRE>Business Forms>LINK> Miscellaneous>eCampus Course Initiation Form.

   **NOTE:** The Registrar’s Office will assign rooms for Blended courses if the course meets on a consistent basis every day/time of the week. For example, if it meets every Monday from 1:00 – 1:50 p.m. The day/time and classroom will be listed on the second line in MyBlue. **If the dates are inconsistent, the Registrar’s Office CANNOT reserve a classroom, and it is the responsibility of the Department to reserve a room.**

4. **eCampus Schedule** The eCampus Schedule will have a separate section for Blended courses with dates and times listed, if provided by the department.

5. **Tuition & Fees** The Distance Education tuition rates will apply to Blended courses. Departments will receive tuition differential funds.

6. **Distance Education Stipends** The Distance Education stipend policy will be the same for Blended courses as they are for Online courses. However, faculty may apply only once. For example, if a faculty member applies and receives a stipend for English 101 as a Blended course, he/she will not be eligible to apply for this same course if it is offered online.

7. **eCampus Resources** Faculty who teach Blended courses will have access to the same eCampus Resources as those who teach fully online courses. This includes resources such as VoiceThread, Collaborate, Atomic Learning, SmarterMeasure, Respondus, Studymate, as well as instructional design assistance.

October 14, 2013