

Course Equivalencies (CEs)
Department of Biomedical and Health Sciences
College of Nursing and Health Sciences
Department Approved 11/12/2025
CNHS Dean's Office Approved 12/12/25
Office of the Provost Approved 01/09/2026

- I.** One 3-credit lecture course (= 1 course equivalent, 1 CE). This equates to .33 CE per credit. 4-credit courses with lab 1.33CE
- II.** New course development/modality changes:
 1. Standard effort for teaching a course for the first time or developing a new course: 0.5 CE
 2. Standard effort for converting a course from one modality to another OR Major Course Revision: 0.25 CE
- III.** Large class:
 1. asynchronous (online): courses larger than 30 students- 0.1 CE should be added to the standard 1.0 CE for every 10 additional students.
 2. synchronous (in person or remote): >50 students:
 - a. 51-75: 1.25 CE
 - b. 76-100: 1.5 CE
 - c. 101-125: 1.75 CE
 - d. 126-150: 2.0 CE
- IV.** Workload effort will be counted for non-practicum teaching/mentoring activities that include fulfilling the primary faculty mentor role for thesis, dissertation, independent study, credit-based individualized research or clinical mentoring that results in a project/product:
 1. Students must be registered for the activity via course/credit registration
 2. Workload effort does not apply to supervision of students engaged in non-UVM activities.
 3. CE to be assigned with each workload
 - a. Undergraduate research/thesis –.1 CE per student or per project per semester
 - b. M.S. thesis-.1 CE per student or per project per semester
 - c. Doctoral dissertation - .1 CE per student per semester
 - d. In general, faculty will not have more than 0.5 CE of this type of assignment on workload per academic year
- V. Clinical Practicums/Service Learning/Clinical Courses**
 1. Coordinators of clinical courses, service-learning courses, practicums, travel courses, etc.
 - a. Coordinators of clinical courses, service-learning courses, practicums, travel courses, etc. This applies to course coordination that is separate from teaching. Course teaching is still assigned as above in I-III
 - b. Administrative workload for the administrative component(s), will be assigned based on time studies/faculty experience with respect to the amount of effort allotted to these administrative components.
 2. Clinical teaching, practicums, clinical supervision:

- a. Effort will be based on the amount of effort each role takes – including preparation, instructional time, grading/feedback, and other coordination tasks that aren't largely administrative.
- b. These percent effort levels will have to be determined within each program in the department because there is a great deal of variation from program to program
- 3. Internships
 - a. Oversight of independent internships will be assigned as 0.05 CE per student.

VI. The following department-specific courses have been assigned adjusted CE values based on the discipline-specific nature of the work that exceeds standard instructional expectations:

Specific BHSC Courses with Adjusted CE	CE
MLS 3400 (4-credit with lab)	1 for lecture, 1 for lab
BHSC 3820 (1 credit lab)	0.5
BHCS 3440 (1 credit lab)	0.5
HSCI 3500 (Capstone)	1.5

Course Equivalencies (CEs)
Department of Rehabilitation and Movement Science
College of Nursing and Health Sciences
Department Approved 11/07/2025
CNHS Dean's Office Approved 12/12/25
Office of the Provost Approved 01/09/2026

- I.** One 3-credit lecture course (= 1 course equivalent, 1 CE). This equates to 0.33 CE per credit.
 - a. 0.75 CE for the second section of a 3-credit lecture taught by the same faculty member.
- II.** One 3-credit course with lab (= 1 course equivalent, 1 CE). This equates to 0.33 CE per credit.*
- III.** One 4-credit course with lab (= 1.33 course equivalents, 1.33 CE). This equates to 0.33 CE per credit and could be a course offered in either of the following formats:
 - a. 3 hours per week lecture, 2 hours per week lab
 - b. 2 hours per week lecture, 4 hours per week lab
- IV.** New course development/modality changes:
 - a. Effort for developing a new course: 0.5 CE
 - b. Effort for converting a course from one modality to another (synchronous to asynchronous [online] OR vice versa): 0.25 CE
- V.** Large class:
 - a. Asynchronous (online): courses larger than 30 students: 0.1 CE should be added to the standard 1.0 CE for every 10 additional students.
 - b. Synchronous (in person or remote): >50 students:
 - 51-75: 1.25 CE
 - 76-100: 1.5 CE
 - 101-125: 1.75 CE
 - 126-150: 2.0 CE
 - >150: to be determined on a case-by-case basis
- VI.** Workload effort will be counted for non-practicum teaching/mentoring activities that include fulfilling the primary faculty mentor role for thesis, dissertation, independent study, credit-based individualized research or clinical mentoring that results in a project/product.
 - a. Students must be registered for the activity via course/credit registration or formal designation, e.g., honors thesis, undergraduate research, and graduate thesis/dissertation.
 - b. Workload effort does not apply to supervision of non-UVM student activities.
 - c. CE to be assigned to each workload:
 - Undergraduate research/thesis: 0.1 CE per student or per project
 - M.S. thesis: 0.1-0.2 CE per student, per project, or per semester

- Doctoral dissertation: 0.1 - 0.25 CE per student or per semester

VII. Clinical Practicums/Service Learning/Clinical Courses

- a. Coordinators of clinical courses, service-learning courses, practicums, travel courses, etc.:
 - Coordinators of clinical courses, service-learning courses, practicums, travel courses, etc. This applies to course coordination that is separate from teaching. Course teaching is still assigned as above in I-III.
 - Administrative workload for the administrative component(s), will be assigned based on time studies/faculty experience with respect to the amount of effort allotted to these administrative components.
- b. Clinical teaching, practicums, clinical supervision, and practical/skills check retakes:
 - Effort will be based on the amount of effort each role takes – including preparation, instructional time, grading/feedback, and other coordination tasks that aren't largely administrative.
 - These percent effort levels will be determined for each course as there is a large variation across programs within the department.

VIII. *For labs with a large number of students (>30 students) and requiring extensive time for preparation and grading/feedback, one lab credit may equal up to 0.5 CE. This policy also applies to a 4-credit course with lab.