

**NORCO
COLLEGE**

WSCH, DSCH, PA and other fun acronyms

2/26: What is an FTES?

3/19: WSCH, DSCH, PA and other fun acronyms

4/23: Efficiency?

5/21: What is a SCFF?

Brought to you by Jason Parks

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Today's Goals

- Familiarize you with WSCH/DSCH/Pos Att regulations
- Look at some regular and unique scheduling situations
- Arm you with the ability to critically analyze the schedule and be creative with your schedules

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Scheduling Methods

- **WSCH = Weekly Student Contact Hours**
- **DSCH = Daily Student Contact Hours**
- **PA = Positive Attendance or Actual Hours of Attendance**

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WSCH Scheduling

(Simplest Scheduling)

- Primary terms only (Fall & Spring)
- Must be coterminous
- Each **week** must look the same
- Holidays are not accounted for
- $FTES = (WSCH \times \text{students enrolled} \times TLM) / 525$

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WSCH Census

- Census Week is the week nearest to 20% of the number of weeks.
 - Census Day is the Monday of that week
 - If that Census Day falls on a holiday, then it is the next day
- Fall 2021 16 Week Term: $16 \times 20\% = 3.2$
 - Week 3 is our Census Week
 - Monday 9/6 is Labor Day, so Census Day is Tuesday 9/7

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DSCH Scheduling

(A bit more complicated)

- Must meet at least 5 days
- Not coterminous with a primary term
- Each **day** must look the same
- Must account for holidays
- FTES = $(\text{DSCH} \times \text{students enrolled} \times \text{day}) / 525$

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DSCH Census

- Census Day is the day most nearest 20% the number of days of the course.
- 8-week short term in Fall 2021, meeting MTWTh
 - Days = 8 weeks x 4 days = 32 – 1 holiday (Labor Day) = 31 days
 - 31 x 20% = 6.2
 - Census Day is the 6th scheduled day of the term August 31, 2020

June 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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Actual Hours of Attendance / Positive Attendance

(This takes some effort)

- Can be scheduled irregularly
- All courses meeting fewer than 5 days (not hybrid)
- All face-to-face noncredit sections
- FTES = $\frac{\text{Sum of all Hours}}{525}$
- No Census Day

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RCCD Scheduling Tools

3. Contact Hours Computation Table

Class Meeting Time	Clock Time Hrs: Mins	Example Start/End Time	Contact Hours	# of 10 Min. Breaks	Comments
50 Minutes	00:50	8:00 - 8:50	1.0	NA	1 cr
65 Minutes	01:05	8:00 - 9:05	1.3	NA	1 Cr + 15-minute PCH
70 Minutes	01:10	8:00 - 9:10	1.4	NA	1 Cr + 20-minute PCH
75 Minutes	01:15	8:00 - 9:15	1.5	NA	1 Cr + 25-minute PCH
80 Minutes	01:20	8:00 - 9:20	1.6	NA	1 Cr + 30-minute PCH
85 Minutes	01:25	8:00 - 9:25	1.7	NA	1 Cr + 35-minute PCH
90 Minutes	01:30	8:00 - 9:30	1.8	NA	1 Cr + 40-minute PCH
95 Minutes	01:35	8:00 - 9:35	1.9	NA	1 Cr + 45-minute PCH
110 Minutes	01:50	8:00 - 9:50	2.0	1	1 full Cr
125 Minutes	02:05	8:00 - 10:05	2.3	1	1 Cr + 15-minute PCH
130 Minutes	02:10	8:00 - 10:10	2.4	1	1 Cr + 20-minute PCH
135 Minutes	02:15	8:00 - 10:15	2.5	1	1 Cr + 25-minute PCH
140 Minutes	02:20	8:00 - 10:20	2.6	1	1 Cr + 30-minute PCH
145 Minutes	02:25	8:00 - 10:25	2.7	1	1 Cr + 35-minute PCH
150 Minutes	02:30	8:00 - 10:30	2.8	1	1 Cr + 40-minute PCH
155 Minutes	02:35	8:00 - 10:35	2.9	1	1 Cr + 45-minute PCH
170 Minutes	02:50	8:00 - 10:50	3.0	2	1 full Cr
185 Minutes	03:05	8:00 - 11:05	3.3	2	1 Cr + 15-minute PCH
190 Minutes	03:10	8:00 - 11:10	3.4	2	1 Cr + 20-minute PCH
195 Minutes	03:15	8:00 - 11:15	3.5	2	1 Cr + 25-minute PCH
200 Minutes	03:20	8:00 - 11:20	3.6	2	1 Cr + 30-minute PCH
205 Minutes	03:25	8:00 - 11:25	3.7	2	1 Cr + 35-minute PCH
210 Minutes	03:30	8:00 - 11:30	3.8	2	1 Cr + 40-minute PCH
215 Minutes	03:35	8:00 - 11:35	3.9	2	1 Cr + 45-minute PCH

CH = Class Hour PCH = Partial Class Hour See Definitions.

Schedule Calculator


for Accounting Methods A & D

(Based on WSCH/DSCH formulas and multiple block concepts from the Office of Institutional Reporting)

Catalog Hours	54.00	54.40	Calculated Hours
Weeks	16	100.7%	Percent
Days/Week	2		
Holidays	0		
Start Time	8:00 AM	9:25 AM	End Time
Meeting Session	85	1:25	Excluding Break
Break	0	0:00	
Time to Schedule	85	1:25	Including Break & holiday make-up

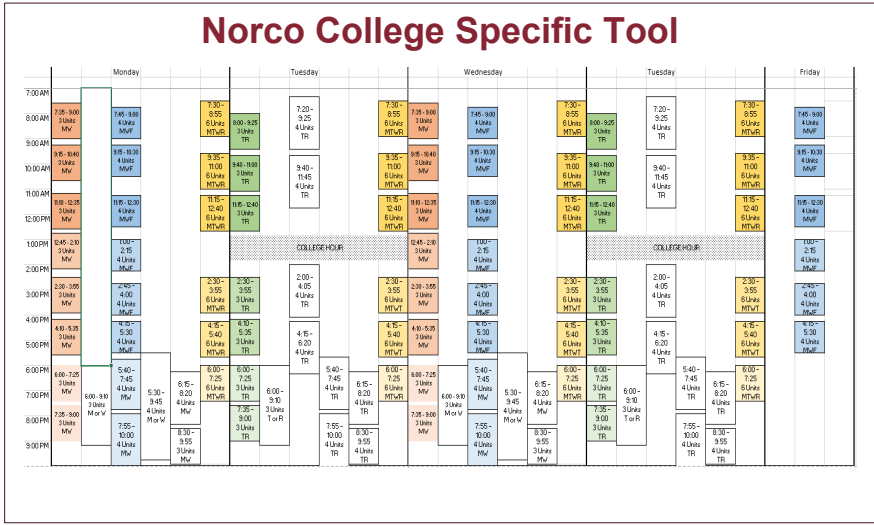
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Norco College Specific Tool



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Concrete Examples

- **Full Term (Fall/Spring), 3-unit course, 2 days / week**
 - **WSCH Scheduling = Every week must look the same**
 - 54 hours | $54 / 16 = 3.375$ hours each week
 - $3.375 / 2 = 1.6875$ per day

Class Meeting Time	Clock Time Hrs : Mins	Example Start/End Time	Contact Hours
50 Minutes	00:50	8:00 - 8:50	1.0
65 Minutes	01:05	8:00 - 9:05	1.3
70 Minutes	01:10	8:00 - 9:10	1.4
75 Minutes	01:15	8:00 - 9:15	1.5
80 Minutes	01:20	8:00 - 9:20	1.6
85 Minutes	01:25	8:00 - 9:25	1.7
90 Minutes	01:30	8:00 - 9:30	1.8
95 Minutes	01:35	8:00 - 9:35*	1.9

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Catalog Hours	54.00	54.00	Calculated Hours
Weeks	16	100.7%	Percent
Days/Week	2		
Holidays	0		
Start Time	8:00 AM	9:25 AM	End Time
Meeting Session	85	1:25	Excluding Break
Break	0	0:00	
Time to Schedule	85	1:25	Including Break & holiday make-up

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 - 54 hours | $54 / 16 = 3.375$ hours each week
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Class Meeting Time	Clock Time Hrs : Mins	Example Start/End Time	Contact Hours
50 Minutes	00:50	8:00 - 8:50	1.0
65 Minutes	01:05	8:00 - 9:05	1.3
70 Minutes	01:10	8:00 - 9:10	1.4
75 Minutes	01:15	8:00 - 9:15	1.5
80 Minutes	01:20	8:00 - 9:20	1.6
85 Minutes	01:25	8:00 - 9:25	1.7
90 Minutes	01:30	8:00 - 9:30	1.8
95 Minutes	01:35	8:00 - 9:35*	1.9

Schedule Calculator
for Accounting Methods **A & D**

(Based on WSCH/DSCH formulas and multiple block concepts from the Office of Institutional Reporting)

Catalog Hours	54.00	54.00	Calculated Hours
Weeks	16	100.7%	Percent
Days/Week	2		
Holidays	0		
Start Time	8:00 AM	9:25 AM	End Time
Meeting Session	85	1:25	Excluding Break
Break	0	0:00	
Time to Schedule	85	1:25	Including Break & holiday make-up

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Concrete Examples

- **Full Term (Fall/Spring), 3-unit course, 1 day / week**
 - WSCH Scheduling = Every week must look the same
 - 54 hours | $54 / 16 = 3.375$ hours each week

Schedule Calculator
for Accounting Methods A & D
(Based on WSCH/DSCH formulas and multiple block concepts from the Office of Institutional Reporting)

Catalog Hours	54.00	54.40	Calculated Hours
Weeks	16	100.7%	Percent
Days/Week	1		
Holidays	0		
Start Time	8:00 AM	11:10 AM	End Time
Meeting Session	Minutes 170	Hrs/Minutes 2:50	Excluding Break
Break	20	0:20	
Time to Schedule	190	3:10	Including Break & holiday make-up

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Concrete Examples

(Now we get clever)

- **Full Term – MAT-1A 4-unit (72 hrs + 18 hr lab)**

Two scheduling strategies

Lecture: TTH 2:00 – 4:05	Lecture: T 2:00 – 4:30
LAB: TH 4:10 – 5:00	TH 2:00 – 3:25
	LAB: TH 3:40 – 4:30

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Concrete Examples

(Now we get clever)

- **Full Term – BIO-50A 4-unit (36 hrs + 108 hr lab)**
 - Scheduled full term 2x a week: 36 hours / 16 weeks = 2.25
 - 2.25 hrs / 2 days = 1.125 per day

3. Contact Hours Computation Table

Class Meeting Time	Clock Time Hrs : Mins	Example Start/End Time	Contact Hours	# of 10 Min. Breaks
50 Minutes	00:50	8:00 - 8:50	1.0	NA
65 Minutes	01:05	8:00 - 9:05	1.3	NA
70 Minutes	01:10	8:00 - 9:10	1.4	NA
75 Minutes	01:15	8:00 - 9:15	1.5	NA

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Concrete Examples

(Now we get clever)

- **Full Term – MAT-50A 4-unit (36 hrs + 108 hr lab)**
 - Scheduled full term 2x a week: 36 hours / 16 weeks = 2.25
 - 2.25 hrs / 2 days = 1.125 per day

Schedule Calculator
for Accounting Methods **A & D**

(Based on WSCH/DSCH formulas and multiple block concepts from the Office of Institutional Reporting)


Catalog Hours	36.00	38.40	Calculated Hours
Weeks	16	106.7%	Percent
Days/Week	2		
Holidays	0		
Start Time	2:00 AM	2:50 AM	End Time
Meeting Session	Minutes: 50	Hrs/Mins: 0:50	Excluding Break
Break	0	0:00	
Time to Schedule	50	0:50	Including Break & holiday make-up

3:05 AM 65-Minute End Time

Schedule one 50-minute and one 65-minute session

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Concrete Examples

- **From last month: Can we schedule a 3-unit (54 hour) section 3 days a week?**
 - 54 hours / 16 weeks = 3.375 hours per week
 - 3.375 hours / 3 days = 1.125

3. Contact Hours Computation Table

Class Meeting Time	Clock Time Hrs - Mins	Example Start/End Time	Contact Hours	# of 10 Min. Breaks
50 Minutes	00:50	8:00 - 8:50	1.0	NA
65 Minutes	01:05	8:00 - 9:05	1.3	NA
70 Minutes	01:10	8:00 - 9:10	1.4	NA
75 Minutes	01:15	8:00 - 9:15	1.5	NA

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Concrete Examples

- **Summer 2021: MAT-1A (72 hrs + 18 hr lab)**
- **DSCH Scheduling – we must account for holiday**
 - 18 hour lab poses a particular challenge

6 weeks x 4 days = 24 days 6 weeks x 3 days = 18 days

24 days – 1 holiday (Fourth of July) = 23 days of instruction 18 hours / 18 days = 1 hr per day

18 hours / 23 days = 0.7826 hrs per day

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