

Maximum credit load

An upper limit for the number of registered credits in a year or a quarter is established in order to prevent registering for too many credits.

Professional Development for Faculty (PD)

General term for organizational efforts to ensure that faculty members improve their teaching methods and enhance course content.

Course numbering system

A numbering convention where courses are numbered according to category and order in which they should be taken in the curriculum structure.

Academic advisor system

A full-time faculty member is assigned to each student as an academic advisor to provide advice on course registration and give guidance while considering each student's GPA and registered courses. Academic advisors continually give guidance to students from admission through graduation. In this way, faculty members take conscientious responsibility for the academic guidance and support of students.

Learning portfolios

Students will maintain an extensive record of their learning progress and outcomes online. Learning portfolios will include objectives, education plans and check sheets, completed assignments, reports, and lists of earned credits.

Scoring rubrics

A rubric is a means of setting a standard for learning assessment and was developed in the U.S. A scoring rubric consists of a rating scale (*levels*), and definitions for meeting a particular *level* (*descriptors*). *Descriptors* clarify achievement levels, and scoring rubrics allow for qualitative assessment of performance, which is difficult to assess by other methods. Benefits of scoring rubrics include communication between assessors and assesses, and standardization of assessment by multiple assessors. Scoring rubrics can be set for each major, course, and report.

Active learning

A general term for teaching and learning methods where students actively engage in course content rather than passively following lectures.

Tuning

Adjustment of curricula and credit conversion formulas between universities.

Flipped learning

Students will study basic course content by watching online videos and using other methods to accumulate knowledge. In the face-to-face classes afterwards faculty members do problem solving and discussing. Students discuss with each other and perform tasks, thereby deepening their understanding and acquiring applied skills.