



Indiana University
Purdue University
Fort Wayne

Weekend College

I. PURPOSE

This OAA memo is intended to replace OAA Memorandum 89-1, dated May 10, 1989, and provides the basis for implementation of the IPFW policy for offering credit courses on Friday evenings, Saturdays, and Sundays as described in SD 96-14.

II. POLICY STATEMENT

In an effort to increase the educational opportunities available to the citizens of northeastern Indiana, IPFW will offer regular credit courses on consecutive weekends (Friday evenings, Saturdays, and Sundays) during Fall and Spring semesters. Weekend College classes may also be offered during the Summer session(s). All academic units are invited to offer courses at the same time the Registrar solicits unit offerings for weekday courses. Participation by the academic units and by resident faculty and professional staff is voluntary. All courses and teaching assignments are approved by the appropriate school/department/unit. Weekend teaching assignments for resident faculty may be on an overload basis or as part of the regular load; professional staff may also be paid on an overload basis similar to resident faculty if they meet the criteria in section IV, Compensation. Credit hours generated, acceptance of majors, and all other elements of enrollment data are counted with the respective academic unit and not with Weekend College. Other enrollment management functions such as Admissions, Registration, and Advising fall either with that same unit or with the offices responsible for those functions for all other regular university courses. Selection of faculty to teach in Weekend College, whether full- or part-time, is the responsibility of the department/unit head in consultation with the Dean/Director.

III. ADMINISTRATIVE FRAMEWORK AND OPERATION

Weekend College is operated through Continuing Education, by a Director of Weekend College, without its own faculty or courses. The Director reports to the Executive Director of Continuing Studies and through that position to the Vice Chancellor for Academic Affairs. Weekend College is expected to operate on a self-sustaining and fiscally sound basis, semester-by-semester. The Director, in collaboration with appropriate department/unit heads, makes necessary binding decisions regarding minimum enrollments needed to offer courses or recommends adjustments in curriculum or in instruction to maintain a well-balanced overall program, both academically and financially.

IV. COMPENSATION

Compensation for regular faculty is part of the regular load assignment unless approved as overload by the appropriate academic administrators (Chair, Dean, Vice Chancellor for Academic Affairs, Chancellor) and the Director of Weekend College. Compensation for professional staff is on an overload basis unless part of the regular administrative assignment of the individual. A terminally-qualified professional staff member approved by the respective academic unit may be paid on a basis comparable to that for resident faculty when the teaching and assignment is in the same academic discipline as the terminal degree; if teaching outside his/her degree area, the staff member is considered associate, or part-time, faculty and compensated accordingly. The department/unit head should carefully consider factors such as amount and quality of teaching experience before recommending that such a staff member is as qualified as resident faculty and, therefore, should be compensated comparably. A stipend somewhere between that for associate faculty and that for resident faculty may be selected. Compensation for Summer Weekend College will be comparable to rates paid for weekday summer courses, with a similar distinction made between regular and associate faculty.

Resident faculty teaching a three credit-hour course as overload will be paid a stipend at the current overload rate. All other instructors are considered associate faculty and will be paid the same stipend they would receive for teaching the same course during the week.

Susan B. Hannah

Vice Chancellor for Academic Affairs