I. PURPOSE

This revised draft is intended to replace Vice Chancellor's Memorandum 79-9 dated April 4, 1980, and will stand as the basis for implementation of the IPFW policy for offering credit courses on Friday evenings, Saturdays, and Sundays. (Indiana University Fort Wayne Senate Document 79-5 and Purdue University Fort Wayne Senate Document 79-8 were passed in the joint Indiana University at Fort Wayne combined Senate-General Faculty meeting and Purdue University at Fort Wayne Faculty Senate meeting on February 21, 1980, and approved 93 to 5 by a mail vote of the IU faculty). In 1981, regular courses offered after 4:30 on Friday were approved as being part of Weekend College by the Weekend College Advisory Committee and then-Vice Chancellor for Academic Affairs Edward A. Nicholson.

II. POLICY STATEMENT

In an effort to increase the educational opportunities available to the citizens of Northeastern Indiana, Indiana University-Purdue University at Fort Wayne will offer regular credit courses on consecutive weekends (Friday evenings, Saturdays, and Sundays) during Fall and Spring semesters. 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 as a general-fund program without its own faculty or courses. The Weekend College Director, officially titled Director of Credit Programs, is advised by a faculty committee of the Office of the Vice Chancellor for Academic Affairs. The Director reports to the Executive Director of Community Outreach and through that position to the Vice Chancellor for Academic Affairs. Even though Weekend College is a general-fund program, it 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 an administrative or academic unit. 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 (low-end) and that for resident faculty (high-end) may be selected.

Resident faculty teaching a three credit-hour course as overload will be paid a stipend of $2,050 beginning in Fall 1989 depending on qualifications determined by the academic department/unit head. A terminally-qualified professional staff member teaching in his/her terminal degree discipline may be paid between $1,500 and $2,050, depending on qualifications determined by the department/unit head. 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, but not to exceed $500 per credit hour without prior approval from the Vice chancellor for Academic Affairs (see Vice Chancellor's Memorandum of November 22, 1988, titled "Limitation on Associate Faculty Salary"). The overload stipend for resident faculty in subsequent years will be increased automatically by the same percentage as the campus faculty average increase for the previous fiscal year (that currently in operation when course submissions for the next Fall semester are requested by the Registrar, usually in October), rounded to the next highest $50, based on figures provided by the Comptroller.

V. ADVISORY COMMITTEE

The Vice Chancellor for Academic Affairs, in consultation with the Director, will appoint an advisory committee with a representative from each major unit on the campus, as follows:

Arts and Sciences, Business and Management Sciences, Education, Engineering and Technology, Fine and Performing Arts, Health Sciences, Library, Public and Environmental Affairs

Representatives for the Advisory Committee will be recommended by the department/unit head to the Vice Chancellor for Academic Affairs. Committee members will serve three-year staggered terms. Committee members are charged with advising the Director in planning the broad directions for Weekend College, developing operating guidelines, and serving as liaison between the committee and the department/unit represented. The Director is an ex-officio and non-voting member; all other members vote. The Chairperson is elected by the committee members.

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Mark S. Auburn
Vice Chancellor for Academic Affairs