

**INDIANA UNIVERSITY-PURDUE UNIVERSITY FORT WAYNE  
EDUCATIONAL POLICY COMMITTEE MANOR**

To: Fort Wayne Senate  
From: Educational Policy Committee  
B. Bulmahn, chair  
Date: March 20, 1997  
Subject: Guidelines for Weekend College

(Supersedes Indiana FWSD 79-5 and Purdue FWSD 79-8, "Proposed Guidelines for Weekend College Calendar" and "Proposed Guidelines for Weekend College")

Disposition: To the Presiding Officer for implementation

**Resolved,** That the Fort Wayne Senate approve the following guidelines for Weekend College.

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**Guidelines for Weekend College**

<b>Mission</b>	The mission of Weekend College is to increase the educational opportunities to the citizens of northeastern Indiana by offering regular credit courses and programs on weekends.
<b>Goals</b>	The goals of Weekend College, in order of priority, are: <ol style="list-style-type: none"><li>1. To increase participation in higher education, especially among students whose employment and domestic responsibilities necessitate alternative scheduling</li><li>2. To identify degrees and certificate programs that will be made available entirely on weekends, and to offer a schedule of classes that enables students to make steady progress in these programs each semester</li><li>3. To offer a schedule of classes that meets the intellectual and professional-advancement needs of nondegree students with specific career interests</li><li>4. To increase the scheduling options for enrolled traditional and other students.</li></ol>
<b>Scope</b>	Weekend college consists of all credit courses and programs offered on-campus Friday evenings

	(beginning 4:30 p.m.), Saturdays, and Sundays.
<b>Programming</b>	<p>The schedule of classes for Weekend College is based upon student needs and interests that are</p> <p>consistent with the goals expressed above and that have been identified through surveys among</p> <p>prospective enrollees and enrollment experience. Participation by units and by departments/</p> <p>divisions within the units and by resident faculty and professional staff will be voluntary.</p>
<b>Calendar and Class Patterns</b>	<p>Classes for Weekend College will normally begin on the weekend following the first Monday of</p> <p>the semester and will normally end on the weekend preceding the last Monday of the semester.</p> <p>When this scheduling provides 15 weeks of classes, three-credit lecture courses will have class</p> <p>periods of 170 minutes per week to provide 2,400 contact minutes per semester and to include</p> <p>an appropriate break time in each class period. When, because of holiday weekends (classes will</p> <p>not meet on the weekends of Labor Day, Thanksgiving, and Easter), fewer than 15 weeks are</p> <p>available for classes, the time periods will be adjusted as necessary. Scheduling for other courses</p> <p>will be determined by appropriate adjustment of the three-hour lecture pattern mentioned</p> <p>above.</p> <p>A department/division/school may modify the number of minutes per class and/or the number of</p> <p>class meetings per semester to provide flexibility and to maximize opportunities for students to</p> <p>enroll in the courses they need. Such modifications will be made in consultation with the</p>

	<p>appropriate Dean or Coordinator and the Weekend College Director and will be printed in the</p> <p>Schedule of Classes. The regular university policy concerning class meetings during the last</p> <p>week of the semester will also apply to Weekend College courses. The Calendar Subcommittee shall be responsible for the preparation of the Weekend College</p> <p>calendar and shall include the Weekend College calendar information in the recommendations</p> <p>made annually to the Senate.</p>
<p><b>Compensation</b></p>	<p>Compensation for resident faculty and professional staff will be either on an overload basis or as</p> <p>part of the regular load. A qualified professional staff member approved by the respective</p> <p>department/division to teach will be compensated on a basis comparable to that for resident</p> <p>faculty members.</p>
<p><b>Administration</b></p>	<p>Weekend College will be administered by the Vice Chancellor for Academic Affairs or a designee</p> <p>(Director of Weekend College) with the provision that at the end of 1998-99 a review will be</p> <p>conducted by the Vice Chancellor for Academic Affairs for the purpose of deciding whether</p> <p>Weekend College should be assigned elsewhere for administration.</p> <p>Responsibilities for Weekend</p> <p>College belong to the Director of Weekend College and the deans/directors as follows:</p> <p><i>The Director of Weekend College shall</i></p> <ol style="list-style-type: none"> <li>1. Implement Weekend College program goals</li> <li>2. Promote Weekend College with the schools/divisions and with student publics</li> <li>3. Conduct need/demand surveys in collaboration with the deans/directors</li> <li>4. Prepare the annual Weekend College budget request and allocate budgets to the schools/divisions</li> </ol>

5. Approve the schedule of classes.

*The deans/directors, working with the chairs and faculties, shall*

1. Collaborate with the Director of Weekend College to project Weekend College program goals that are congruent with school/division academic missions
2. Provide courses that fulfill the program goals of Weekend College
3. Approve instructors for courses.

Except as provided herein, existing departmental, school/division, and university policies and procedures pertain to the offering of courses in Weekend College.