SUMMER SCHOOL WORKGROUP
Final Report
Submitted December 15, 1998

Goal: Develop recommendations that will bring stipends for teaching summer school courses to a point at or above the average for benchmark institutions.

Recommendations for increasing summer stipends:

1. The summer school stipend per three credit hour course should be increased to $3,000.00 for the 1999 summer school session. Increase the stipend by $250.00 per year through 2003. This would result in summer school stipends being increased from $2,750.00 to $4,000.00 per three hour course. The formula for the stipend is 8.0 percent of base salary with a maximum salary of $37,500 in 1999 to a maximum salary of $50,000.00 in 2003. (Mike is working on a cost projection.)

2. To achieve the recommended stipend, a summer school budget should be developed, incorporating known increased tuition dollars. Actual summer school expenses should not exceed budgeted expenses. Exceptions should be granted when it is determined that the addition of courses will provide revenues exceeding expenses associated with each additional course.

Recommendations for increasing revenues:

1. Identify someone to serve as the director of summer school. This individual would have overall responsibility for developing a marketing plan that would include ways to attract new populations. (Dr. Luther Hughes now has assumed this responsibility.)

2. Identify dollars to encourage and support new initiatives that result in expanded summer school or interim enrollment. Incentives and rewards should be provided for units that have implemented initiatives to enhance summer school offerings consistent with the University mission and strategic plan and/or have exceeded summer school enrollment goals.

3. New summer school tuition monies should be allocated for summer school salaries. Summer school 1998 revenues should serve as the baseline year for computing new summer school tuition monies.
4. An increase is needed in regularly budgeted dollars to more realistically cover the actual summer school expenses ($125,000.00).

Recommendations for controlling expenditures:

1. Incorporate within our understanding of summer school that we will provide graduate course offerings and we will support graduate studies which are cost effective and reflect the University mission and strategic plan.

2. The summer stipend per three credit hour course would be 8 percent of base salary with an identified salary level for a maximum stipend amount. After 2003, base salary dollars exceeding the identified salary level for maximum stipend dollars could carry an additional stipend but at a reduced percentage rate.

3. College deans will be responsible for monitoring course enrollments. Courses with enrollments below University minimums are subject to being dropped unless other courses have sufficiently high enrollments to offset the numbers in the low enrolled courses. On the average, enrollments of 20 undergraduate students or 14 graduate students are needed to generate sufficient revenues to cover summer school faculty salary and benefit costs as well as summer school revenues budgeted as part of the University’s E & G budget. The summer stipend received by the instructor may be prorated based upon the number of students if the course enrollment fell below a specified number.

4. Delegate summer budgets and accountability for meeting summer school enrollment goals to college or program units.

Other recommendations:

1. The summer school operation, enrollment, and stipend guidelines will be monitored and reviewed annually.

2. Summer research stipends should be consistent with summer teaching stipends.

3. Freeze the dollar amount of summer school revenues that go into the revenue pool to fund budget priorities until such time as benchmark summer salaries and benefits are achieved. Once they are achieved the proportionate share that goes to summer school salaries and benefits should be reviewed.
Additional revenue recommendation:

1. A study should be undertaken to develop a per credit hour formula that would be effective for all semesters and generate additional revenues to reduce the dependence on summer school revenues to meet university budget priorities. The formula should eliminate ways that result in students enrolling in courses at no additional cost and at the same time not create disincentives for students.