West Chester University

Continuing Education Agreement

This agreement shall cover for-credit courses and other non-tuition bearing activities that are offered during Winter Session 2015.

1. Faculty who are engaged in tuition-bearing activities shall be compensated at a rate of 70% of in-state tuition multiplied by the number of students enrolled at the end of the drop/add period up to 1/24 of their academic year salary per faculty-workload-credit taught (using the Fall pay schedule of the current year). For a course enrolling both graduate and undergraduate students, the in-state undergraduate tuition rate shall be used in the calculation. Independent study shall be compensated at the rate identified in Article 26.C.2 of the CBA.

2. Faculty who are engaged in non-tuition bearing activities shall be compensated using Article 22 (as per Article 22.G). For example,
   a. Library faculty shall be compensated at an hourly rate calculated by dividing the academic year salary by thirty (30) teaching weeks then by thirty-five (35) hours\(^1\) (using the Fall pay schedule of the current year).
   b. Other non-classroom faculty assignments will be compensated at an hourly rate calculated by dividing the academic year salary by thirty (30) weeks then by thirty-seven and one half (37.5) hours\(^2\) (using the Fall pay schedule of the current year).

3. A faculty member may teach up to 3 credits during the Winter Session under this agreement unless the exception is approved by the faculty member’s chairperson, dean and Provost with notification to APSCUF.

4. Departments will establish policies for the fair distribution of Winter Session workload opportunities and submit them to the appropriate dean for approval by October 10, 2014. These distribution policies may be the same, or similar to, the policies for distribution of Summer Session workload opportunities.

5. Students will be provided a method for offering feedback regarding their for-credit Winter Session experience. Reports generated by this feedback shall not identify faculty by name, and shall not be used in the regular 9-month faculty evaluation unless the faculty member voluntarily chooses to include them.

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\(^1\) For example: Non-classroom faculty at $62,461.37 (Pay Range 03 Step 4 Fall of 2014) divided by 30 weeks divided by 35 hours per week receives an hourly rate of $59.48 per hour.

\(^2\) For example: Other non-classroom faculty assignments at $48,940.02 (Pay Range 01 Step 3 Fall of 2014) divided by 30 weeks divided by 37.5 hours per week receives and hourly rate of $43.50 per hour.
6. Consistent with CBA language, course offerings must be approved by the respective dean. The Dean, in consultation with the department chair, shall ensure that the offerings are meeting the needs of students.

7. Course curricula for any classes covered by this agreement shall be approved through the regular CAPC process, including a maximum class size. These class sizes may be different for classes offered under intensive or alternative conditions.

This agreement shall be valid for Winter 2015 only and not apply to any other sessions (like summer.) Consistent with CAPC recommendation and the Provost’s approval, Winter session will start on Dec 15, 2014 and include 15 instructional days. Final exams or the last day of instruction will be January 14th, 2014, unless inclement weather creates the need for additional instructional days.

Lisa Millhous
President
Local APSCUF
8/28/2014
Date

Linda L. Lamwes
Provost and Vice President for Academic Affairs
8/28/2014
Date