



**PILOT**  
**USF Summer Self-funded Program**  
**Guidelines**

A pilot self-funded, credit earning program has been designed for summer 2011.<sup>1</sup> The goals for this pilot program include the following:

- Promote progression toward degree completion by offering additional credit-earning classes during the summer
- Revenue generation that covers instructors' salaries and creates additional opportunities for employment during the summer
- Recovery of associated support costs for the Departments/College in the amount of \$2000/section for undergraduate courses and \$4000/section for graduate classes. Additionally, residual revenues resulting from enrollment beyond twenty five fee-paying students in an undergraduate class and fifteen fee-paying students in a graduate class will be shared equally by the College/Department and University College.

The model for this pilot has been designed so that the cost to the student is equivalent to the total of E&G tuition and fees charged to students for online and face-to-face courses during the 2010-11 academic year. Accompanying these guidelines are the cost models for the pilot summer self-funded courses.

To ensure consistency in the University's application of a self-funded model to credit-earning courses, the following guidelines have been established:

- University College must be notified of courses that are being designated as self-funded, to assist with proper coding in Banner, processing instructor payments, marketing, and distributing funds to the colleges/departments.
- Colleges must meet or exceed the highest of the past two summers' SCH targets by level (as part of the funded plan) before utilizing the self-funded model for undergraduate or graduate professional courses. Revenue will not be distributed to colleges/departments until funded enrollment benchmarks have been met and verified.
- During this pilot period, there will be a limit of five undergraduate sections and five graduate sections for each of the colleges, with the exception of the College of Arts and Sciences which is limited to five undergraduate and five graduate sections for each of the schools. Exceptions may be considered in consultation with Linda Whiteford, Vice Provost, Academic Program Review and Development.
- Twenty-five (25) full tuition/fee-paying students in undergraduate classes and fifteen (15) full tuition/fee-paying students in graduate classes are the absolute minimums for course delivery.
- Classes must be scheduled within the regularly-scheduled summer term A, B, C, or an alternative calendar.
- Online and face-to-face courses are eligible.
- Instructor salaries are set at a maximum of \$4500 for three-credit hour undergraduate classes, \$5000 for four-credit hour undergraduate classes, and \$5000 for graduate classes, to be determined by prevailing instructor rates within the discipline/college.

**Suggestions:**

- Consider "Unmet Demand" courses that are offered only in the spring and fall.
- Select courses that are not offered as E&G summer courses.

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<sup>1</sup> Based upon early experience in Summer 2011, this model of course delivery may be extended for Fall 2011 and Spring 2012.