

CHAPTER VIII SUMMER SESSION

The summer term has become an integral part of the year round educational offerings at Washington State University. The large majority of courses are now planned to accommodate continuing students which make up the greatest percentage of summer students, about 90%. Strong emphasis is also given to upper-division and graduate work since about two thirds of enrollment falls within these combined categories. Numerous special features and professional development courses are also planned to meet the needs of special audiences and visiting students.

A wide offering of undergraduate and graduate courses including courses which satisfy the General Education Requirements are offered at all levels and in most colleges. Individual research and thesis work options are available in most departments. The summer session term is twelve weeks long but most courses fall into one of three overlapping sessions, early six-week, eight-week, and late six-week. The early six-week session beginning immediately after the end of the spring semester has become the most popular and includes courses from nearly all disciplines. The College of Education schedules most of their courses during a six-week period beginning in mid-June to accommodate returning teachers. A small number of cooperative, cross-listed courses and programs are planned with the University of Idaho during the summer period.

Courses may be scheduled during any time period ranging from one to twelve weeks providing they conform to the proper clock hour requirements for lecture and laboratory arrangements. In general, one semester credit requires a full week of instructional activity.

Funding

All summer session courses are funded on a self-support basis. Each college or campus is expected to generate revenue to cover the direct cost of instruction (salaries and benefits), as well as providing funding for service and activity costs, administration of summer session and a portion of university overhead. Income beyond these costs are shared with colleges to be utilized for operational costs and other summer related expenditure. Summer tuition and fees are adjusted yearly and established by the Board of Regents with reference to projected costs and the regular fee structure during the academic year.

The basic unit for financial accounting is the college or campus. The deans, including branch campus deans, are provided summaries of enrollments, course and staffing patterns and all financial information from the previous summer. In turn, the deans work with department chairs in planning summer offerings and making staffing arrangements which can be accommodated by revenue generated from projected enrollments.

Administration

Summer term is administered by the Associate Executive Vice President and Director of Summer Session who is responsible for the full range of academic and curricular assignments as delegated by the Provost and Executive Vice President. The director also works closely with university and Senate committees with responsibilities that interface with summer session and serves as the liaison with deans including branch campus deans and department chairs. The Director of Summer Session is responsible for Pullman campus budget allocation, development of a summer schedule of offerings, student recruitment, development of innovative programs and programs to meet needs of special students, summer session publicity, and in cooperation with the registrar, publication of the Summer Session Bulletin.

The summer session office which includes an assistant to the director and a program assistant is located within the Registrar's suite, allowing close cooperation with the Registrar and staff in implementing programming.

Summer Term

The summer calendar revolves around a basic eight-week term, with early and late sessions offered to provide enrollment opportunities for the summer student population. In addition to the four-, six-, and eight-week session, there are a limited number of one- and two-week offerings to accommodate special intensive study, short courses, and workshops. The general rule is that one calendar week or equivalent is required for one credit. A student may earn up to ten credits in the eight-week summer term. For class scheduling purposes, the same basic ratios for lecture/lab contact hours are followed in the summer as during the academic year.

Summer Catalog

The summer session staff works cooperatively with the Registrar, as Editor of the University Catalog, in preparing and editing the Summer Session Bulletin, and any publicity information which reflects course descriptions, class scheduling, and other curricular matters. Preparation for the Summer Session Bulletin begins in October for publication on the web in December. The call for bulletin materials and major and minor course changes occurs in early October. Bulletin copy is due in the Summer Session office by the first of November, and is published on the web in early December at www.summer.wsu.edu.