

## Interessions

### **BACKGROUND**

The University of Arkansas has three interession periods (January, May and August). These are held between regular terms in order to offer students a concentrated experience, allowing them to focus on only one subject area for the session. [Specifically, “students will only be able to enroll in a maximum of one lecture or lab course, with the exception of corequisite courses, for a maximum of four credits.”] The intention of interessions is to provide opportunities for students to move toward degree completion. These interession classes can also address academic deficiencies for some students prior to enrollment in regular terms.

Not all classes and class content are appropriate to teach within the format of interessions. Maintaining academic rigor and quality is important and is the responsibility of the department and/or programs.

### **NUMBER OF COURSES A STUDENT MAY TAKE DURING AN INTERSESSION**

Students may take up to 4 credit hours per interession—if taking more than 1 course, they must be co-requisites.

### **STUDENT FINANCIAL AID FOR INTERSESSIONS**

The **May** interession attaches to the summer term for financial aid purposes, so the Academic Challenge Scholarship (lottery scholarship) would not be awarded (just like summer), but financial aid would disburse for the summer session once the student takes an appropriate summer load in the regular summer term.

Credit hours taken during the August interession will count toward fall enrollment eligibility requirements for scholarships, Federal financial aid, and Arkansas state aid (including the Arkansas Academic Challenge Scholarship) and credit hours taken during the January interession will count toward spring enrollment eligibility requirements for scholarships, Federal financial aid, and Arkansas state aid (including the Arkansas Academic Challenge Scholarship).

### **STUDENT RESIDENCE HALL OPTIONS FOR INTERSESSIONS**

Housing requires that students either have a spring or a summer contract to live in the residence hall during the May interession, a current academic year contract during the August interession, and either an academic year contract or a spring contract during the January interession.

### **SPECIFIC INTERSESSION DATES**

5-year academic calendar- <http://registrar.uark.edu/506.php>

### **WORKLOAD FORM**

Workload forms should be completed according to the instructions and submitted by deans to the office of the vice provost for academic affairs no later than April 1<sup>st</sup> for May interessions, July 1<sup>st</sup> for August interessions, and November 1<sup>st</sup> for January interessions

### **SALARY/FUNDING**

Following the summer school financial paradigm, enrollment in these classes should generate enough tuition dollars to cover all the costs associated with offering the class. Faculty will be paid 2 ½% per credit hour of the last year’s FTE 9-month salary. Below is a workload form.

Intersessions  
Faculty Workload Form

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Department: \_\_\_\_\_ Date Submitted: \_\_\_\_\_  
 College: \_\_\_\_\_ Date Revised: \_\_\_\_\_

**\*Employee types: 1=appointed (SalSumAL); 2=Extra Comp (OtherCom); 3=GA (SalSumGA, WagesStu); 4=Hourly (wages)**

Course Code & Number	Course Code & Number	Course Title	Course Credit Hrs.	Actual Enrollment	Employee Name	Employee Type*	100% appt FTE Salary	Intersession Pay	Fringes	Total (salary+fringe)	(tuition rate) 1=Undergrad 5=Graduate	Total Tuition Revenue	Net Revenue	Comment

Not all students generate tuition in an equal manner. If the student is a staff member for example, the tuition is significantly lower.

However, it is clear that some classes should be offered regardless of net/gain loss. We have a responsibility to offer and staff classes that are needed for degree progress and completion. Therefore, we ask that you review departmental averages as opposed to individual classes, per session. We encourage you to work with programmatic faculty to analyze the classes that are both needed and reflect fiscal responsibilities.

During the intersession periods, faculty payment is processed as extra compensation. Faculty are permitted to earn a maximum of 20% of their salary in extra compensation during a fiscal year. If intersession is the only extra compensation performed in the fiscal year, the 20% maximum is equivalent to 8 credit hours of intersession courses. An employee’s total compensation, for a year or for a month, including extra compensation, is subject to University policies governing the authority to exceed maximum legislated salary levels for exceptionally well-qualified academic and non-academic personnel. Twelve month faculty must take vacation time to be eligible for extra compensation. [Administrators, including department chairs, associate deans, deans, etc. are not eligible for extra compensation.]

Alternatively [because the January intersession is during a faculty member’s contract period (August 15 –May 15)], a department may allow a faculty member (subject to appropriate class size), the opportunity to teach the January intersession for no additional compensation but, instead, as part of the individual’s fall or spring course load.

**GRADUATE TEACHING ASSISTANT TEACHING IN INTERSESSION**

**January Intersession**

Graduate teaching assistants may have the opportunity to teach during the January intersession for either additional pay or a reduced assignment during the spring or fall semester, as approved by both the student and the sponsor (person responsible for the funding and duty expectations for the graduate assistant) of the teaching assistantship, in consultation with the student’s major advisor. They may not be required to teach during the January intersession. Teaching assistants need not be enrolled during the January intersession if they are enrolled in the spring semester. Students on 9-month or 12-month graduate assistantships must have the approval of the sponsor of that assistantship.

**May and August Intersessions**

Graduate teaching assistantships will be handled during the May and August intersessions consistent with summer teaching policies. Students must be enrolled for a minimum of three hours for a 9-month position or six hours for a 12-month position; they may be enrolled for these hours in any session of the summer or the May or August intersession.

11/1/13