

PIEDMONT VIRGINIA COMMUNITY COLLEGE

I – ACADEMIC AFFAIRS POLICIES

I – 70.0 FULL AND PART-TIME FACULTY PAYMENT FOR SUPERVISING INDEPENDENT STUDY POLICY

Policy #:	I – 70.0
Effective:	August 2005
Revised:	
Responsible Dept.:	VPISS

Purpose

To provide supervision/academic guidance/mentoring for students whose program of study requires and independent study or for students who seek to pursue in-depth study in an area of interest. Both full- and part-time faculty support these endeavors.

Policy

Due to the unstructured nature of independent study and low number of students engaged in similar study at any given time, qualified full-time faculty (i.e., have appropriate content expertise) will supervise the student's endeavors without remuneration (i.e., counted as part of the workload). If no there is no qualified full-time faculty member in a discipline which **requires** an independent study, a part-time faculty member may be asked to meet this need. In this case, the part-time faculty member will be paid \$100/credit hour. Likewise, if a student needs a required independent study to graduate during summer semester, either a full- or part-time faculty member may be asked to meet this need. During summer semester, the faculty member (full or part-time) will be paid \$100/credit hour.

Procedure

1. Academic programs requiring and independent study (199 or 299) as part of the completion requirements will designate a faculty member responsible for coordinating the independent study each semester.
2. The independent study will be listed in the course schedule with the assigned faculty as the contact person.
3. If a qualified full-time faculty member is not available, the dean may request an adjunct faculty member with needed expertise fill this role.
4. A contract identifying the roles and responsibilities of the faculty member will be issued. Upon completion of the assignment, the adjunct faculty member will be paid.
5. During summer semester numbers 3 & 4 may apply to full-time faculty not on contract.