

Effective: May 3, 2006

**Local Agreement
TRAVEL AND FIELD COURSES**

Approved: May 3, 2006
MU/APSCUF-MU Meet & Discuss

Updated: October 2, 2009
MU/APSCUF-MU Meet & Discuss

Credit-bearing travel and field courses (i.e., courses to Europe, Florida, etc., where travel to a specific locale is integral to the content of the course) are typically scheduled during winter or summer sessions. Such courses require students to pay costs in addition to normal tuition and fees to cover transportation, lodging, food, and other expenses. These courses are offered on a self-supporting basis, conditional upon enrollments being adequate to offset all costs, including faculty compensation and travel expenses. In the past, certain travel and field courses have been canceled due to inadequate enrollment, even though the faculty member would have accepted a reduced salary in order to permit the course to be offered.

Such travel and field courses will continue to be offered, with faculty salaries based on the normal payment method for the particular session (e.g., overload for winter session or summer payment schedule for summer session), as long as tuition paid by course enrollees is adequate to cover faculty salary and benefits. If the ultimate enrollment in a course is not adequate to cover faculty salary and benefits, the course may be offered by mutual agreement between the Dean of Graduate Studies and Research and the faculty member, with compensation calculated at 75% of the tuition paid by the first 15 students and 65% for every student above 15 in a course up to a maximum of one-thirtieth (1/30) of the faculty member's academic year salary for each academic credit hour.