

Budget Allowances for Faculty-Led Study Abroad Events

Overview

Summer instructional activities on main campus are now funded based upon the actual generation of student credit hours. This has been accomplished by centralizing the pool of summer faculty salary budgets at the Academic Affairs level. Historically, a portion of these college-based summer salary budgets had also been used to provide faculty salary funding for faculty-led study abroad trips. The RIT Budget Office will provide separate funding for summer (or other extra-term) faculty-led study abroad trips under the terms of this procedure.

Faculty-Led Study Abroad Funding Calculations

Summer funding provided to each college/department, will be based upon the following formula (These rates are for **Summer 2017** and will be indexed in future fiscal years):

Base Amount per event (one or more courses)	\$4,000 /event
Amount per student enrolled	\$ 300 /student
Amount per billed student credit hour	\$ 100 /student CrHr

By way of example, a faculty-led event that attracts 9 students to take a 3-Credit Hour course, would receive funding in the amount of:

Event Funding	1 @ \$4,000	\$ 4,000
Student Funding	9 @ \$ 300	\$ 2,700
Credit Hour Funding	27 @ \$ 100	<u>\$ 2,700</u>
Total		\$ 9,400

For purposes of this procedures, a multi-course, multi-faculty trip can be considered to be multiple events so long at each course offering is a minimum of 3 Credit Hours. In that case, the above calculations will apply to each course.

Other Principles & Guidelines

- It is expected that each faculty-led event will attract and enroll a minimum of eight (8) students in order to run and receive this summer budget funding.

- This allowance is for faculty-led programs where credit is earned in the summer ONLY. For example, it will not apply to situations where the travel portion relates to a course taken in Fall or Spring semester, generally as part of the students' normal full-time course load. This is because the funding is predicated on incremental tuition revenue from a stand-alone course.
- It is expected that faculty travel costs and other participant excursion costs (local transportation costs, entrance fees, etc.) will be incorporated in the determination of the program fee to be assessed to participant students.
- Colleges will have discretion in the deployment of these provided budget funds, the use of which may include:
 - Summer compensation for the involved faculty
 - Travel costs for the faculty member (which would help to reduce the student program fee).
 - Other costs associated with the trip, e.g., museum entrance fees, local transportation costs, etc. (Again, this will have the effect to reduce the program fee for the participating students.)
 - Retention in a college discretionary account of any excess amount, after any/all of the above uses.
- This procedure does not apply to NTID Faculty-Led programs as the College has a separate operating budget.
- Any credit hours included in the funding calculations under this procedure, will be specifically excluded from the determination of budget funding for main campus summer instruction, referenced above.
- Requests for funding for faculty-led summer events should be made to Chris Monaco, after the applicable drop/add date has passed and enrollment is final.

Applicable Tuition Rate

- Students on a faculty-led study abroad summer event often take part-time course loads and are, therefore, normally ineligible for their entire student aid package. This procedure authorizes that part-time credit hours taken on faculty-led trips in summer term will be billed at the then current overload rate. For Summer 2017, that rate is \$986/Credit Hour (undergraduate).
- If a student participating on a faculty-led study abroad event takes other courses (on-line or otherwise) in addition to the faculty-led course work, standard tuition rates will apply to the other courses.