

January Term FAQ

Will teaching in the January term be considered in-load or over-load?

Teaching in the January term will be compensated as an overload. Approval of January term teaching as in-load for anyone with a requirement to teach in spring (faculty member, department chair, or other individuals with specific teaching requirements during the regular term) will only be considered in unique or extenuating circumstances. The course must generate equivalent semester credit hours as when offered during the regular term and must not otherwise limit course availability to students during the regular term. This arrangement will require approval of the department chair, dean, and provost.

How will faculty members be compensated?

Faculty members will be compensated at the overload rate for a regular fall or spring term and will not receive the summer rate of compensation.

How can faculty members review January term dates?

Jan-Term schedule is established when the calendar for the Spring semester is set. The schedule is set three years in advance and can be viewed online at <https://academics.columbusstate.edu/calendars/index.php>.

What are the expectations for faculty members NOT teaching during January term?

The week prior to the start of Spring classes will be the spring kickoff which will be equivalent to the Welcome Week in Fall. All faculty will be expected to participate in these activities if they are not teaching in the January term. From the time that the January term begins until the spring kickoff week, faculty are expected to engage in class preparation, research, grant-writing, publications, institutional service, and/or other approved activities.

What types of courses can be taught in a January term?

Departments and colleges will determine which courses can be taught during an abbreviated term in a pedagogically-sound manner and format (face-to-face, hybrid, or online) appropriate for the course. These may include study abroad courses, courses that are currently being taught in Maymester, courses that relieve progression bottlenecks, externships, etc. Regardless of the course, learning outcomes and assignments are expected to be comparable to those in that course when taught in a regular term.

Will all departments be expected to offer a January term course?

No. All departments should review their course offerings to determine if (1) a course could be taught during the January term in a sound manner; (2) demand for the course exists in that format; and (3) there is a faculty member interested in teaching the course.

Who will teach during January term?

Teaching assignments will be determined by department chairs and deans in conjunction with faculty who express an interest in teaching or are willing to teach during the shortened session for overload pay. Faculty members teaching during this term should expect to hold appropriate office hours. Course loads will be limited to four credit hours regardless of the format (online, face-to-face, or hybrid) or classification of the course (undergraduate or graduate). The exception to this maximum credit hour load is study abroad experiences where the courses are offered in 6 hour packages.

What is the student demand for a January term?

Students have expressed interest in terms that are shorter than the full 15-week session. In the inaugural Jan-Term session in 2018, 474 students enrolled in Jan-Term courses and 1,397 semester credit hours were generated.

Will dual enrollment students be allowed to register for these courses?

No.

How many credit hours can a student enroll in during the January term?

Four credit hours is the maximum regardless of the format (online, face-to-face, or hybrid) or classification of the student (undergraduate or graduate). This limit is established to ensure that the course requires the appropriate amount of instructional time and external academic engagement time for students. (Example: A three credit hour course would require 15 hours of seat time each week and 30 hours of external academic engagement each week.) The exception to the maximum credit hour load is study abroad experiences where the courses are offered in 6 hour packages. Because study abroad experiences are immersive in nature, students are able to meet the requisite time required inside and outside the course. These courses count toward the student's overall course load for spring term, which will not exceed 19 hours at the undergraduate level or 12 hours at the graduate level (10 if a graduate assistant) unless the appropriate approvals are obtained.

What type of financial model will be applied during this term?

The January term will be treated in the same way as all other parts of spring term. The compensation for faculty teaching an overload in this part-of-term will be covered through the part-time faculty budget for each college.

What is the anticipated impact on Summer term?

The intention is to increase enrollment in both the January and May terms, thereby offering students more opportunities to progress.

What is the cost to students?

Based on the 2018-2019 tuition rates, undergraduate students (in-state) would pay \$533.01 in tuition for a three-hour face-to-face course and graduate students (in-state) would pay \$618 in tuition for a three-hour face-to-face graduate course. Per Board of Regents guidelines, if these students take courses in the spring semester, they will be required to pay the mandatory fee charge that corresponds with the combined number of course hours taken in the January term and the spring semester.

What are the markers of success in the implementation of the January term?

Increase in the number of annual semester credit hours; increase in the number of study abroad opportunities.

Spring SCH Production History:

Spring 2018: 87,215
Spring 2017: 88,404
Spring 2016: 89,361
Spring 2015: 87,462
Spring 2014: 87,898
Spring 2013: 86,841
Spring 2012: 87,142

Maymester SCH Production History:

Maymester 2018: 1,698
Maymester 2017: 1,541
Maymester 2016: 1,600
Maymester 2015: 1,855
Maymester 2014: 2,284
Maymester 2013: 2,748
Maymester 2012: 2,782

Summer SCH Production History:

Summer 2018: 22,019
Summer 2017: 22,797
Summer 2016: 21,288
Summer 2015: 22,640
Summer 2014: 22,590
Summer 2013: 22,255
Summer 2012: 23,543

What happens if campus is closed due to winter weather?

An important lesson learned from the Spring 2018 implementation was that a contingency plan needs to be developed specifically for weather related closures during January term. This plan should be widely communicated to all faculty and students involved. A review will take place after each implementation of each January term to review and analyze data and further articulate lessons learned. At the conclusion of Spring 2020, the Provost and Executive Vice President will review to determine viability for continuance.

What is the effect on student success of the 15-week inclusive calendar and the loss of one week of instructional time?

Student performance can be monitored using the 15-week inclusive term to determine if there is a significant difference in how they perform in subsequent courses or on entrance exams (e.g. MCAT) for graduate school.

Updated October 3, 2018