



WKU®

WINTER SESSION

2021



ANNUAL REPORT

wku.edu/winter

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WINTER SESSION
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*A unit of WKU's Division of Extended Learning
& Outreach (DELO)*

ABOUT WKU WINTER SESSION

MISSION

The Office of Winter Session supports the overall mission of Western Kentucky University by providing opportunities that will benefit both students and faculty. We work to maintain optimal enrollment during Winter Session as we extend access to lifelong learners. We address students' emerging needs in order to enhance student success at Western Kentucky University.

DEFINITIONS

Sections: courses may have multiple sections offered in the same term and each of the sections are counted

Enrollment: registration in course sections

Head count: students registered for more than one course are counted only once during the term

Course: courses are different by subject and course number. For example, a single course could encompass 3 sections for ENG 200 taught by 3 instructors

NOTES

The data in this report was extracted January 15, 2021. This was the last day of Winter Session 2021. We used this date as it compares to the dates of previous Winter Terms. The actual census date for Winter Session was moved to the spring semester due to changes in financial aid regulations.

ACKNOWLEDGMENTS

Many thanks go to the **Information Technology Division** for supplying the data on enrollments and student counts for this report.

WKU Division of Extended Learning & Outreach

Dr. Beth Laves, Assoc. Vice President

Academic Outreach

Laura Ricke, Director

Office of Summer & Winter Sessions

Alicia Spurlock, Business Analyst & Coordinator for Summer/Winter Sessions

WINTER AT A GLANCE

CALENDAR

October 12

Winter registration began

November 19

Tuition bills sent to students

December 14

3- and 5-week classes began

January 4

2-week classes began

January 16

Winter final exams

January 19

Spring semester began

TUITION AND FEE SCHEDULE

	<i>Per Credit Hour</i>
UNDERGRADUATE	
Resident	\$450
Non-Resident	\$1,104
Online	\$540
TIP	\$579
GRADUATE	
Resident	\$607
Non-Resident (Domestic)	\$917
Non-Resident (International)	\$953
Online	\$707

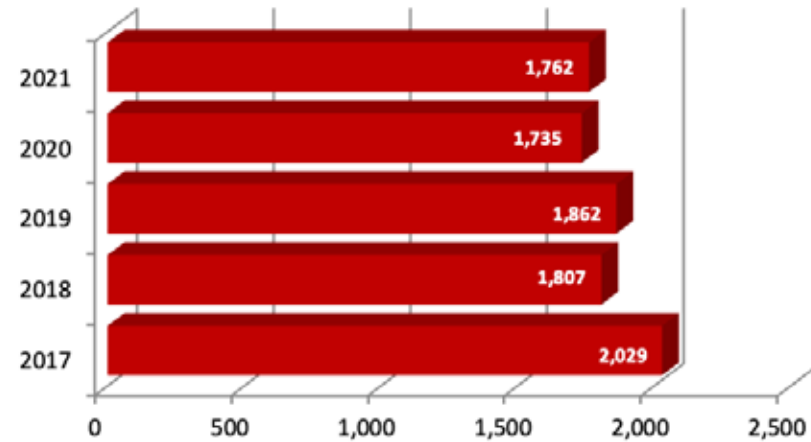
STUDENT COURSE LOAD

Winter Session course load is restricted to a maximum of four (4) semester hours.



WINTER 2021 HIGHLIGHTS

STUDENT HEAD COUNT COMPARISON



The student credit hour production for 2021 was 5,436.00, an increase from 2020 of 7.2%.

Due to the COVID-19 pandemic, WKU made the decision to offer classes online for Winter 2021, with the exception of a few co-op/clinical/practicum courses. There were no travel courses (Study Abroad or Study Away) this year. By excluding the travel course data from previous years, we can better compare year over year. With this in mind, course enrollment, credit hour production, and student count numbers will look different than in previous annual reports.

There were 1,762 students that took Winter 2021 classes. This was a 1.6% increase from Winter 2020. Course enrollment was 1,866, which was also up 6% from Winter 2020. The student credit hour production for 2021 was 5,436.00, an increase from 2020 of 7.2%.

WKU Winter Session expanded offerings in 2021 to include a 5-week session beginning mid-December, a 3-week session beginning mid-December, and a 2-week session beginning January 4th. The expansion of sessions gave students more flexibility for scheduling which resulted in an increase of enrollment when compared to 2020.

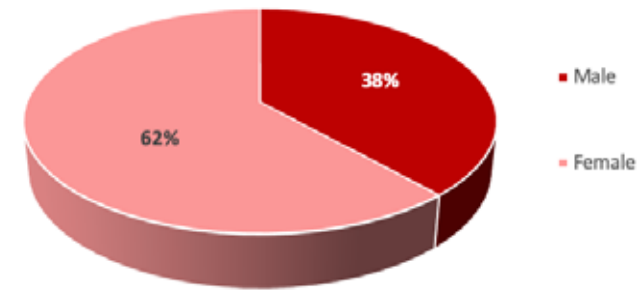
CAMPUS PARTICIPATION

There were 199 sections offered in 2021. All colleges participated in Winter Session 2021 including 174 faculty.

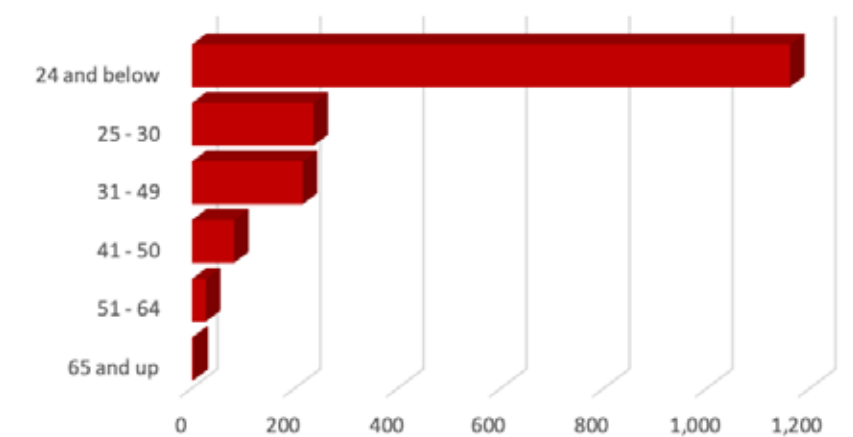


STUDENT DEMOGRAPHIC PROFILE

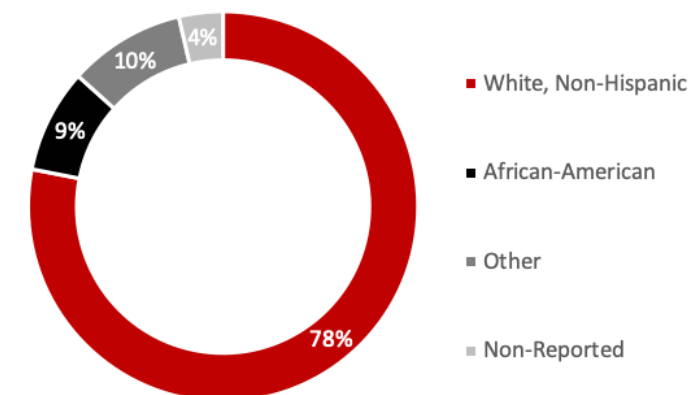
Gender Demographics



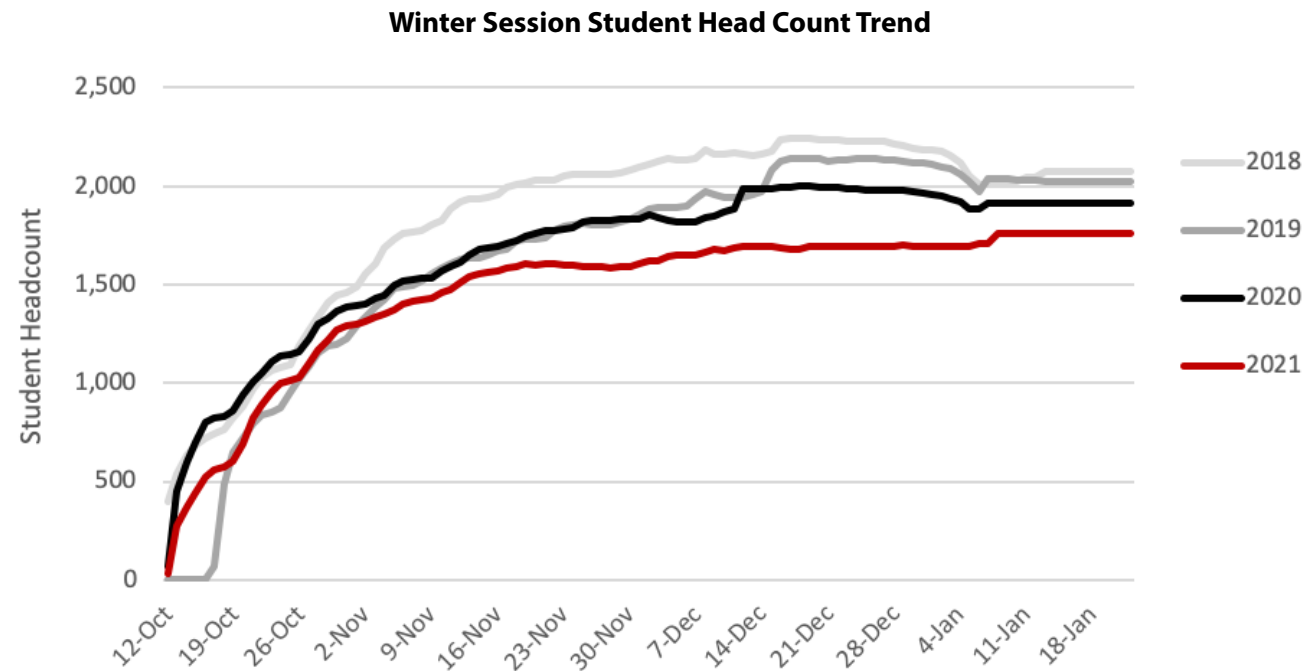
Age Demographics



Ethnicity Demographics



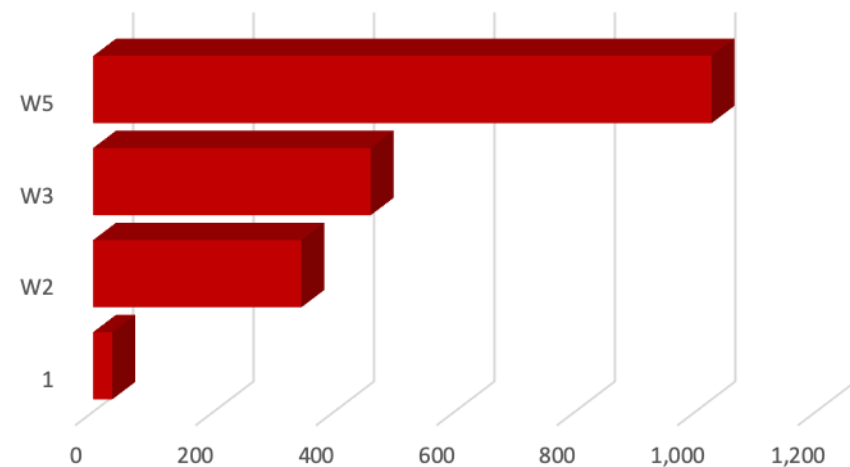
ENROLLMENT TRENDS



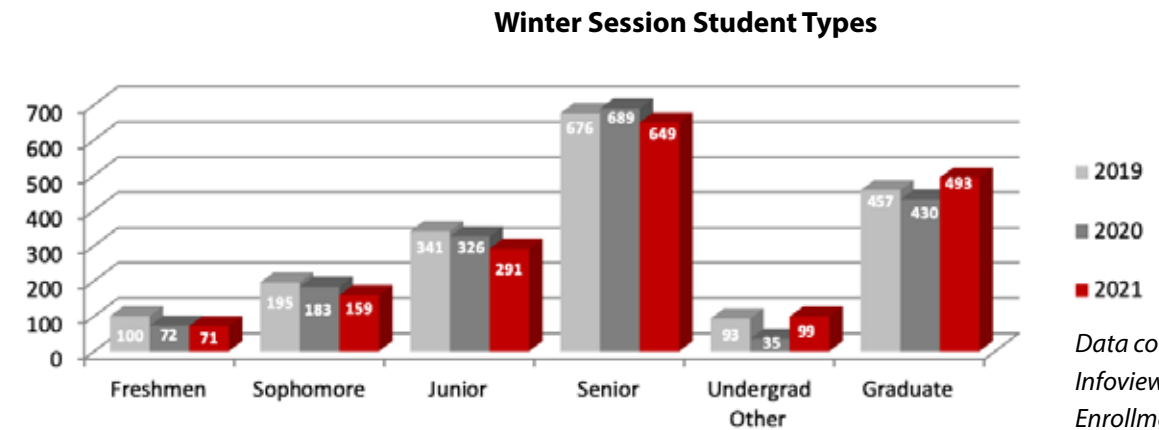
Winter Session registration began on October 12, 2020.



Course Enrollment by Session



STUDENT TYPE COMPARISON



Data collected from Infoview Report: CPE Enrollment Summary on 1/18/19, 1/24/20, and 1/15/2021.

Undergrad other encompasses post-baccalaureate, non-degree seeking, high school, and Gatton Academy students.

	2019		2020		2021
FR-Freshmen	100	-28.0%	72	-11.1%	64
SO-Sophomore	195	-6.2%	183	-15.8%	154
JR-Junior	341	-4.4%	326	-12.9%	284
SR-Senior	676	-0.9%	670	-0.3%	668
P1-Post Baccalaureate Degree Seeking	25	-32.0%	17	29.4%	22
P2/3-Post Baccalaureate Certificate	1	-100.0%	0	N/A	0
UN-Undergrad Non-Degree Seeking	26	-100.0%	0	N/A	51
AJ-Academy Juniors	37	-10.8%	33	-27.3%	24
AS-Academy Seniors	4	0.0%	4	-50.0%	2
TOTAL UG	1,405	-7.1%	1,305	-2.8%	1,269
MA-Master's Degree	361	-1.1%	357	12.3%	401
GS-Specialist Student	8	12.5%	9	44.4%	13
GN-Grad Non Degree Seeking	67	-37.3%	42	40.5%	59
R1-Rank I Student	11	-63.6%	4	-75.0%	1
DR-Doctoral Student	10	80.0%	18	5.6%	19
TOTAL GR	457	-5.9%	430	14.7%	493
WKU TOTAL STUDENT HEADCOUNT	1,862	-6.8%	1,735	1.6%	1,762

Student Frequencies	2019	2020	2021
Students who took 1 course:	96.49%	97.18%	92.17%
Students who took 2 courses:	3.51%	2.82%	7.60%
Students who took 3 courses:	0.00%	0.00%	0.23%
Overall Average Course/Student	1.03	1.01	1.06

WINTER DATA BY COLLEGE

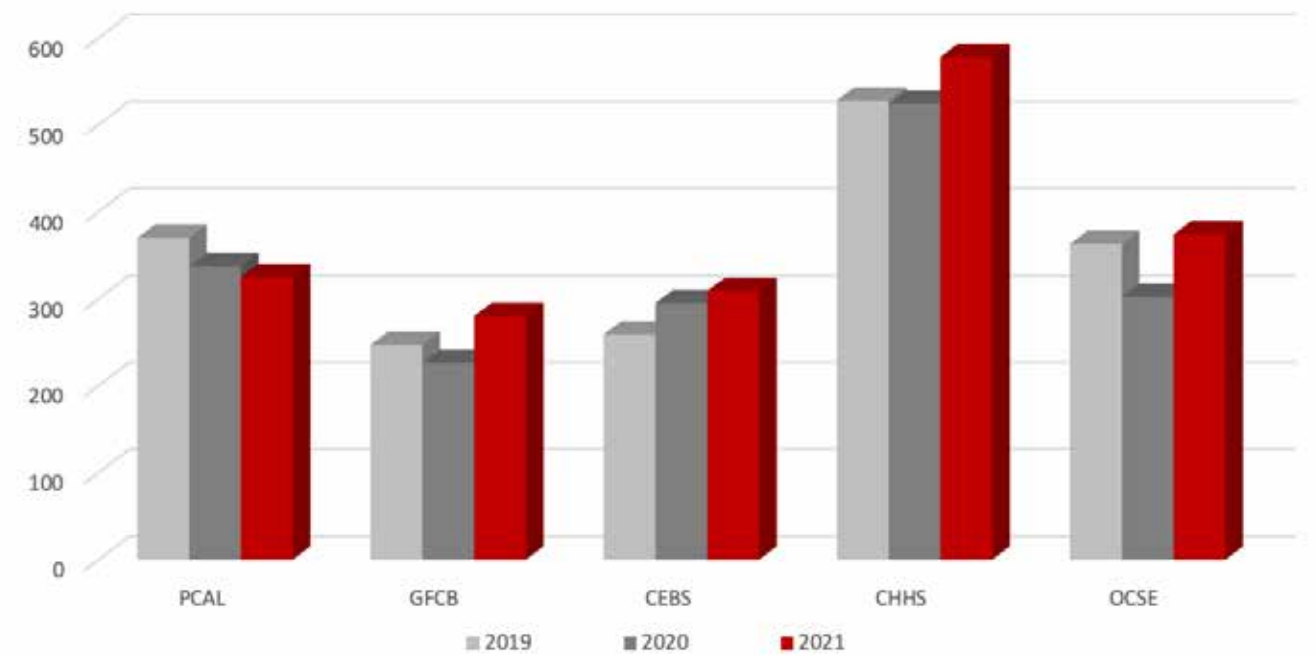
COURSE ENROLLMENT					
College	2019		2020		2021
PCAL	370	-8.9%	337	-3.6%	325
GFCB	247	-8.5%	226	23.9%	280
CEBS	259	13.9%	295	4.7%	309
CHHS	528	-0.8%	524	10.3%	578
OCSE	363	-16.8%	302	23.8%	374
Total	1,767	-4.7%	1,684	10.8%	1,866

OPEN SECTIONS					
College	2019		2020		2021
PCAL	41	2.4%	42	-11.9%	37
GFCB	21	-9.5%	19	42.1%	27
CEBS	35	5.7%	37	0.0%	37
CHHS	48	4.2%	50	14.0%	57
OCSE	50	-24.0%	38	7.9%	41
Total	195	-4.6%	186	7.0%	199

SECTIONS WITH ENROLLMENT					
College	2019		2020		2021
PCAL	41	2.4%	42	-28.6%	30
GFCB	21	-9.5%	19	42.1%	27
CEBS	35	5.7%	37	0.0%	37
CHHS	48	4.2%	50	12.0%	56
OCSE	50	-24.0%	38	7.9%	41
Total	195	-4.6%	186	2.7%	191

CREDIT HOURS BY COLLEGE					
College	2019		2020		2021
PCAL	1,104.00	-8.6%	1,009.00	-3.6%	973.00
GFCB	741.00	-8.5%	678.00	23.9%	840.00
CEBS	699.00	12.6%	787.00	9.3%	860.00
CHHS	1,544.00	0.7%	1,555.00	10.1%	1,712.00
OCSE	1,017.00	-18.7%	827.00	27.1%	1,051.00
Total	5,105.00	-4.9%	4,856.00	11.9%	5,618.00

Course Enrollment Trend by College



Data collected 1/18/19, 1/24/20, and 1/15/21 from Infoview Report: CRS SEC ENROLL by College

Open Sections may have zero enrollment. This data includes all campuses, special locations, and cohort courses.



FACULTY STIPEND DATA

Full-time faculty instructional pay rates remained the same in 2021. The supplemental pay rate for a full-time faculty member was \$1,600 per credit hour or \$4,800 for a three credit-hour class.

Part-time faculty rates, which increased in 2011, also remained the same in 2021. The amount for a three-credit hour class in Winter Session for a part-time faculty member is as follows:

Level 1	\$1,692	Level 3	\$2,136
Level 2	\$1,840	Level 4	\$2,280

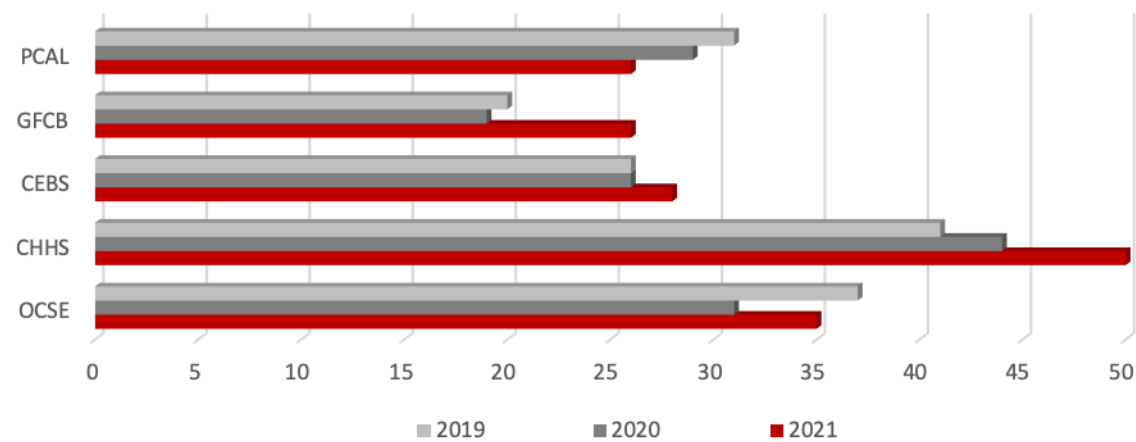
For Winter 2021, there were 56 stipends adjusted down due to low enrollment. The high enrollment incentive changed in 2017. Additional stipends were awarded to:

- Courses with 20 – 24 students, *an additional \$100 per credit hour*
- Courses with 25 – 29 students, *an additional \$200 per credit hour*
- Courses with 30 or more students, *an additional \$300 per credit hour*

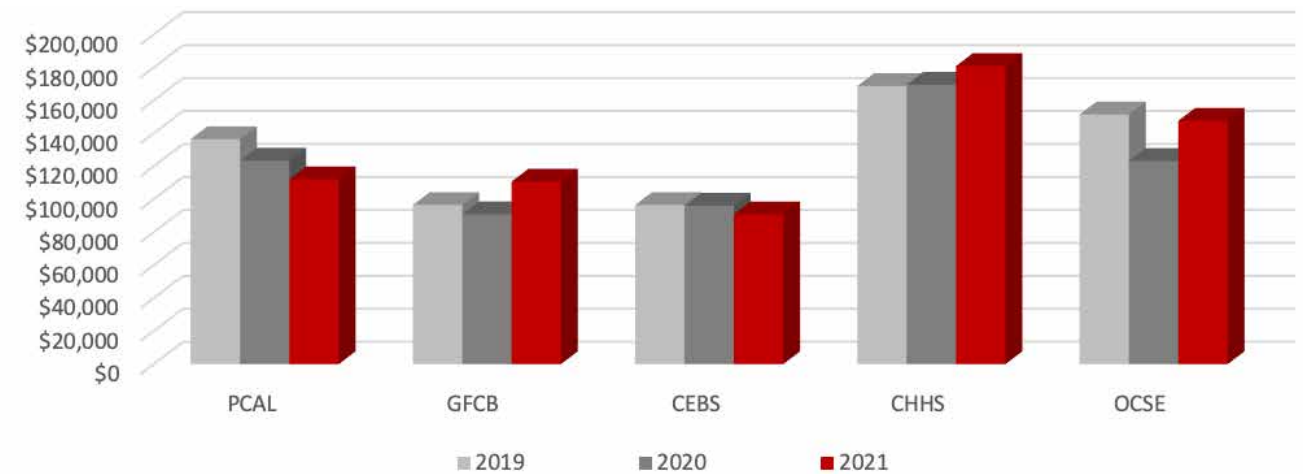
There were 19 instructors that received the additional compensation for a highly enrolled class.

Stipend data generated 1/15/21 and includes information from Cohort programs. Fringe benefits are NOT included in these amounts.

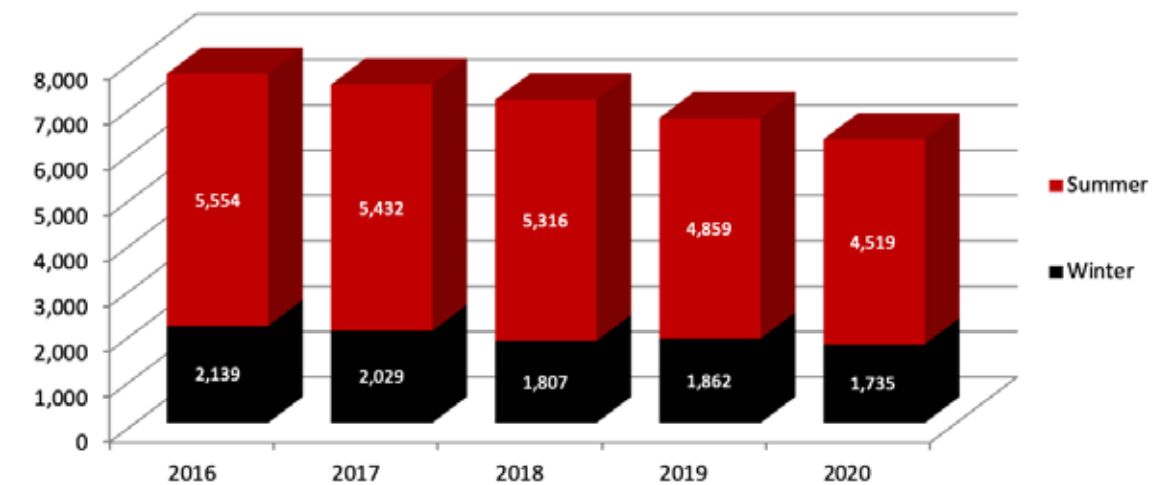
Number of Stipends by College



Instruction Amounts by College



Many students are taking both summer and winter courses in order to graduate sooner. In fact, 47% of the Winter 2020 students enrolled in a class in summer 2020.



WINTER TUITION RATES AROUND KENTUCKY

WKU Winter Term (December 14 – January 15)	
UG Resident	\$450
UG Non-Resident	\$1,104
UG Online	\$540
GR Resident	\$607
GR Non-Resident	\$917
GR Online	\$707

University of Kentucky (December 9 – January 20)	
UG Resident	\$506
UG Non-Resident	\$1,290
UG Online	\$607
GR Resident	\$734
GR Non-Resident	\$1,827
GR Online	\$693

Northern Kentucky University (December 14 – January 5)	
UG Resident	\$413
UG Non-Resident	\$828
UG Online	\$448
GR Resident	\$613
GR Non-Resident	\$943
GR Online	\$653

Murray State (December 14 - January 6)	
UG Resident	\$382
UG Non-Resident	\$1,033
UG Online	Res + \$75/CH
GR Resident	\$544
GR Non-Resident	\$800
GR Online	\$594

Eastern Kentucky University (December 7 - January 15)	
UG Resident	\$386
UG Non-Resident	\$386
UG Online	\$386
GR Resident	\$550
GR Non-Resident	\$550
GR Online	\$550

Morehead State (December 13 – January 7)	
UG Resident	\$374
UG Non-Resident	\$565
UG Online	Res + \$15/CH
GR Resident	\$570
GR Non-Resident	\$570
GR Online	Res + \$15/CH

WINTER 2021 MARKETING

TACTICS INCLUDED

- Social Media Posts
 - Instagram
 - Facebook
 - Twitter
- Digital Ads
 - Social Media (boosted posts)
 - College Heights Herald
 - Email Newsletter (newspaper went digital due to pandemic)
 - Website
- Banners around campus
- Emails to students (mass and targeted)
- Emails to advisors



APPENDIX

Winter Session Weekly Progress Report

Special Instructional Assignment Form

Correction Form

Winter 2021 Weekly Report Winter Session Enrollment, Head Count, and Credit Hour Summary

1/15/2021

College	Course Enrollments		Difference	Credit Hours		Difference
	2020	2021		2020	2021	
Potter College	482	325	-32.6%	1,444.00	973.00	-32.6%
College of Business	226	280	23.9%	678.00	840.00	23.9%
College of Education	319	309	-3.1%	859.00	860.00	0.1%
College of Health & Human Services	556	578	4.0%	1,651.00	1,712.00	3.7%
Ogden College	355	374	5.4%	986.00	1,051.00	6.6%
Totals	1,938	1,866	-3.7%	5,618.00	5,436.00	-3.2%

*Note: Winter Session 2020 had 182 course enrollments and 546.00 credit hours in Study Abroad.

By Session	Course Enrollments		Difference	Credit Hours		Difference
	2020	2021		2019	2020	
W2	0	346		0.00	1,038.00	
W3	0	461		0.00	1,327.00	
W5	0	1,027		0.00	3,035.00	
1	1,938	32		5,618.00	36.00	
Total	1,938	1,866	-3.7%	5,618.00	5,436.00	-3.2%

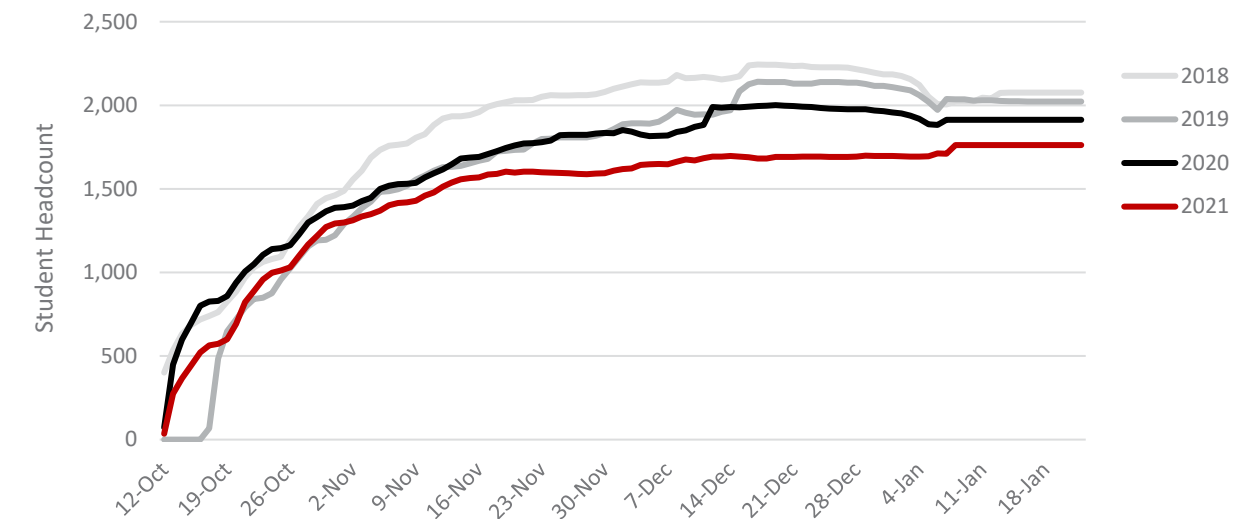
Head Count by Student Type		2020	2021	Difference	
UG	FRESHMEN	72	64	-8	-11.1%
	SOPHOMORES	183	154	-29	-15.8%
	JUNIORS	326	284	-42	-12.9%
	SENIORS	689	668	-21	-3.0%
	P1-POST BACCALAUREATE DEGREE SEEKING	17	22	5	29.4%
	UN-UNDERGRADUATE NON DEGREE SEEKING	160	51	-109	-68.1%
	AJ-ACADEMY JUNIORS	33	24	-9	-27.3%
	AS-ACADEMY SENIORS	4	2	-2	-50.0%
	UG Total	1,484	1,269	-215	-14.5%
	GR	MASTERS DEGREE	357	401	44
GS-SPECIALIST STUDENT		9	13	4	44.4%
GN - GRADUATE NON DEGREE SEEKING		42	59	17	40.5%
RANK 1		4	1	-3	-75.0%
DOCTORAL STUDENT	18	19	1	5.6%	
GR Total	430	493	63	14.7%	
Total Head Count	1,914	1,762	-152	-7.94%	

*These Student Type numbers are head count numbers, not course enrollments.

# Sections Offered by College	2020	2021	Difference	
Potter College	76	37	-39	-51.3%
College of Business	19	27	8	42.1%
College of Education	41	37	-4	-9.8%
College of Health & Human Services	63	57	-6	-9.5%
Ogden College	45	41	-4	-8.9%
Total Sections	244	199	-45	-18.4%

**Dates for data are 1/24/20 and 1/15/21.

Winter Session Student Headcount Progress



Winter Session
DELO
as

Term:		Form Instance:			Prepared by (WKUID)	Date
Pay ID	Amount	Index	Account	Campus Location	Name:	
					Phone:	

Office of the Provost and Vice-President for Academic Affairs

Terms of Employment for Special Instructional Assignments

NOTE: This form is to be completed for all PT Faculty Instructional Assignments and for FT Faculty Instructional Assignments for FT faculty teaching in summer. Do NOT complete this form unless a stipend is being paid for the assignment. Only **ONE Banner Index Number** can be reported on each individual form. Only **ONE Location** can be reported on each individual form. Only **ONE Part of Term** can be reported on each individual form.

Employee Information			
WKUID	Employee Name		
Home Address	City	State	Zip Code
Home Phone	Background Check Completed?	KTRS Retiree? <input type="checkbox"/>	

Course Information								
On which campus will the courses listed below be taught? <input type="text"/>								
Which Term? <input type="text"/> Part of Term <input type="text"/>								
NOTE: If courses listed below are web-based or IVS, select the location from which the course is broadcast.								
CRN	Course Subject, Number & Section	Prev. Taught	Calculated WorkLoad	Credit Hours	Part of Term	Web Class?	Level, Salary or Emeritus	Projected Stipend*
	Course Title:							
	Cohort or Dual Credit:		Campus:					
	Department:							
	<input type="checkbox"/> I certify that this employee has the credentials needed to teach this course.							
	Course Title:							
	Cohort or Dual Credit:		Campus:					
	Department:							
	<input type="checkbox"/> I certify that this employee has the credentials needed to teach this course.							
	Course Title:							
	Cohort or Dual Credit:		Campus:					
	Department:							
	<input type="checkbox"/> I certify that this employee has the credentials needed to teach this course.							
	Course Title:							
	Cohort or Dual Credit:		Campus:					
	Department:							
	<input type="checkbox"/> I certify that this employee has the credentials needed to teach this course.							
Banner Index from which the courses listed will be paid: <input type="text"/>			Adjustment to the amount paid: <input type="text"/>					
Explanation: Make general comments in the space below and/or provide an explanation for any amount listed in the "Adjustment" field above: <div style="border: 1px solid gray; height: 20px; width: 100%; margin-top: 5px;"></div>								
Total amount paid for this Special Instructional Assignment: <input type="text"/>								
INSTRUCTORS: This is to certify my agreement to teach the classes(es) indicated above according to the conditions and expectations of Western Kentucky University. I understand that the class(es) may be held, at the University's discretion, on Main Campus, at the South Campus and/or Regional Campus sites or other designated locations.								
*I agree to teach this course with the understanding that my stipend will be set according to the enrollment based stipend schedule as determined by my college. If more students enroll by the last add date, I understand that my stipend may be increased. If fewer students enroll by the last add date than the required minimum set by my college, I understand my stipend may be pro-rated.								
DEPARTMENT HEADS: PLEASE READ and CERTIFY: I certify that the above named individual is fully qualified to teach the course(s) assigned. Enrollment must be at least <input type="text"/> for the course to be offered.								

Terms of Employment
<ol style="list-style-type: none"> The instructor agrees to abide by the rules and policies of the academic unit and the University set forth in official publications or announced by the Dean's office or the Provost and Vice President for Academic Affairs. The instructor affirms that he/she is fully qualified and prepared to teach the courses assigned and that all representations in his/her vita, resume, or credentials are accurate. Normally, University full-time staff members are permitted to teach only one 3 credit hour class per term. Instructors who are retirees from Kentucky Teachers Retirement System (KTRS) shall not be employed to teach more than 12 semester hours per fiscal year (July 1 - June 30). Questions about the 12 hour teaching limit for KTRS retirees should be directed to the retirement section in the Department of Human Resources.

- The instructor agrees to meet each scheduled class at the time and place assigned by the Dean or Department Head and to administer the final course examinations and any required course evaluations as scheduled. In the event of an unavoidable absence, the instructor will notify the Department Head in time to arrange a substitute or to cancel the class. The instructor agrees to make arrangements with students so that work missed due to class cancellations may be made up.
- For Part-Time Faculty: The instructor agrees to meet, as needed, before classes begin with the Department for orientation (including discussion of guidelines and syllabus preparation, selection and use of textbooks and materials, examination schedules, and specific requirements). Instructors shall not be employed to teach more than 12 semester hours at the undergraduate level or 6 hours at the graduate level (with the exception of KTRS retirees).
- Students are to be provided a complete copy of the class syllabus, course requirements and basis for grading during the first week of classes, and to be given written notice of all subsequent changes in the syllabus, course requirements, and basis for grading. The instructor also agrees to post the syllabus on TopNet. The University reserves the right to terminate part or all of the agreement (i.e., one or more courses) at any time with prorated payment for classes already met by the instructor. Reasons for termination of this contract include, but are not limited to: insufficient enrollment, failure to adhere to academic unit and University policies, or unsatisfactory performance. An instructor may appeal employment termination or take grievances regarding unfair conditions to the Department Head for review. Such appeals or grievances are subject to final review by the Dean of the academic unit or his/her designee. In non-departmentalized colleges, the initial review shall be by the Dean with final review by the Provost and Vice President for Academic Affairs. This contract confers no credit toward tenure or any right of re-employment. This contract represents the entire agreement between the parties regarding this teaching assignment and supersedes all other understandings, written, or oral.

I understand that by addressing this eSignature form to another party affiliated with WKU and clicking the Send button, I am providing my electronic signature to this document.

Enrollment Based Stipend Schedule
For courses with high enrollment (based on the second day of class), an additional stipend will be paid to the instructor. <ul style="list-style-type: none"> Courses with 20 to 24 students, an additional \$100 per credit hour. Courses with 25 to 29 students, an additional \$200 per credit hour. Courses with 30 or more students, an additional \$300 per credit hour.


WKU eSignature Forms

Main | [Saved Forms](#) | [Sent Forms](#) | [Sent Forms Archive](#) | [Received Forms](#) | [Received Forms Archive](#) | [Email List](#) | [Log Off](#)

Send to email address And

NOTE: Email addresses must include @wku.edu or @topper.wku.edu at the end.

Comment

Term:		Part of Term:			Prepared by (WKUID)	Form #
Pay ID	Amount	Index	Account	Campus Location	Name:	
					Phone: <input type="text"/>	Date: <input type="text"/>
				Office of the Provost and Vice-President for Academic Affairs		
Terms of Employment for Special Instructional Assignments CORRECTION FORM <i>(Use this form to cancel stipends or make any changes to stipends already submitted on an SIA form)</i>						

Employee Information			
WKUID <input type="text"/>	Employee Name <input type="text"/>		
Home Address <input type="text"/>	City <input type="text"/>	State <input type="text"/>	Zip Code <input type="text"/>
Home Phone <input type="text"/>	Email Address <input type="text"/>		

Course Information	
Which Term? <input type="text"/>	Part of Term: <input type="text"/>
Location: <input type="text"/>	Banner Index: <input type="text"/>
CRN: <input type="text"/>	Calculated Workload: <input type="text"/>
Credit Hours: <input type="text"/>	
In the space below, provide an explanation of the correction that needs to be made:	
<input type="text"/>	

WKU eSignature Forms	
Main Saved Forms Sent Forms Sent Forms Archive Received Forms Received Forms Archive Email List Log Off	
Send to email address <input type="text"/>	And <input type="text"/>
NOTE: Email addresses must include @wku.edu or @topper.wku.edu at the end.	
Comment <input type="text"/>	
<input type="button" value="Send"/> <input type="button" value="Save"/>	





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