Degree Completion Majors (DCM) Program Addendum to SCPS Part-Time Faculty Directives and Policies

The School for Continuing and Professional Studies (SCPS) offers two accelerated, inter-disciplinary and collaborative majors in Leadership Studies and Applied Behavioral Sciences. These degree completion majors (DCM) combine SCPS courses with courses from other colleges, especially the Department of Psychology and the College of Communication. The adult students in the DCM track typically have completed an associate degree and then at SCPS take a two-year, rigorous set schedule of courses in their choice of major.

The DCM is one of several undergraduate programs at the SCPS. Some students in DCM courses may be from programs other than DCM. Those students from the competence-based programs will be registered according to the competence that we have determined your class fulfills.

DePaul University’s Part-Time Faculty Information Sheet, which is enclosed, outlines part-time faculty responsibilities, university policies and procedures, including those related to compensation, benefits, and employment parameters. Also enclosed are the SCPS Undergraduate Program Teaching Directives. Additionally, as the instructor you are also required to meet the following expectations:

1. You must use the syllabus, assigned readings, and course materials required and/or provided by the DCM. Any alterations must be approved by the College’s Director of Undergraduate Programs at least one month prior to the start of the term.

2. You acknowledge that a SCPS director or administrator may assess your performance by directly observing your class sessions (online and/or onsite).

3. You should direct students to contact the DCM Advisor (John Hemmerling, jhemmerl@depaul.edu) if there are issues that arise during the course of the quarter.)

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