Faculty Summer Compensation
Draft April 10, 2018

Background Information

HR 1.81 Summer Compensation for Faculty

Remuneration for Regular Summer School Teaching: Compensation for teaching during the summer may not exceed 40 percent of the faculty member’s annualized base salary for the preceding academic year subject to the teaching load as defined in the faculty manual and any further limitations defined by the Chief Academic Officer for each campus.

Remuneration for Sponsored Research and Other Duties Not Related to Teaching in Summer Sessions: Academic personnel will be compensated at the same rate of pay as the immediately preceding academic year for sponsored research or other activities performed during the summer months (between academic years) which are not related to teaching summer sessions.

Remuneration for Summer Thesis and Dissertation Supervision

Faculty are expected to assist students who need research, internship or field study supervision at any time during the calendar year. Deans and, where appropriate, department chairs may pay faculty who supervise an unusually large number of theses, dissertations, internships or field study during the summer months. Such remuneration will only be approved by the Chief Academic Officer on a case-by-case basis and will be compensated at the same rate of pay as the immediately preceding academic year.

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Faculty members may teach during summer (May – August) subject to the teaching load, as defined, and any further limitations determined by the Chief Academic Officer. Faculty members must advise the department chair or dean before December 1 of their summer school intentions and at that time may be assigned to teach in a summer session, as conditions warrant; but on the recommendation of the dean and the provost and with the approval of the president, faculty members may be assigned special duties for this period. Summer school teaching in the case of faculty hired after September 1, 1973, for employment beginning September 1974 or later, may depend on the availability of funds or the size of enrollment.

Procedures for Summer 2018

For faculty with a nine-month pay basis, total compensation for Summer 2017 from all sources cannot exceed 33.85% of the faculty member’s preceding academic year salary (based on 66 workdays).
Guiding Principles

1. Each academic unit (e.g., college, school, or department) should develop a fair and consistent policy for summer pay according to these principles. The examples refer to faculty with nine-month contracts. Percentages may be adjusted accordingly for faculty with ten- or eleven-month contracts. Individual units may choose to exceed the minimum standards.

2. Faculty are normally not compensated for individual supervision for activities such as internship, thesis and dissertation supervision. Exceptions can be made for unusually large numbers of such supervision.

3. A full-time faculty member teaching during the summer (i.e., outside of pay basis) should receive at minimum the same compensation paid to a similarly credentialed adjunct faculty or graduate assistant for a comparable teaching assignment.

4. To allow for differential base salary, a common standard for summer compensation is 2.5% of the 9-month equivalent base salary per credit hour (i.e., 7.5% for the typical three credit hour course). If a faculty member is teaching four summer courses (i.e., 12 credit hours), the academic unit is encouraged to offer the maximum compensation based on daily rate.

5. Summer compensation for any combination of teaching, research and other activities is limited to the maximum defined by the daily rate calculation (usually 33.85% based on 66 workdays). Exceptions to this maximum are based on provost approval of individual extenuating circumstances. Under no circumstances will compensation beyond 40% of base salary be approved.

6. Faculty who receive full summer compensation from external sources cannot be paid for summer teaching beyond the maximum daily rate. From the perspective of federal compliance, this would be a conflict of commitment. If faculty with external funding wish to be compensated for summer teaching, they should work with the unit head to use some of this funding to release base salary in order to receive a summer compensation that is a combination of research funding and unit funding.

7. If any portion of summer compensation is paid from unit funds, the unit administrator and faculty member should have a signed agreement describing the compensation, work expected and conditions under which the compensation might be changed. A written agreement is not required if the faculty member is paid only from external grant funds.

8. Because academic units need to be self-supporting, the academic unit has the right to reduce compensation or to cancel a class for insufficient enrollment. Any reduced compensation due to low enrollment should be commensurate with the reduction in effort and should be no less than half the rate paid for the same course with higher enrollment. The academic unit should specify that any such change is made at least one business day before the first day of the intended summer session.

9. Departments should use one or more strategies to minimize last minute course cancellations. For example, new courses should typically not be offered during the summer term because considerable time and effort must be devoted to curriculum development prior to the start of classes, leading to considerable uncompensated effort if the class is cancelled. When deciding which courses to offer during the summer, departments should consider historical enrollment numbers and not offer courses that are unlikely to meet the required enrollment. In the event that particular courses are required for timely advancement of students, departments should consider offering high enrollment courses in order to offset deficits incurred by low enrollment courses.