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1. Available supplemental summer appointments shall be offered equitably and as appropriate to qualified employees, not later than five weeks prior to the beginning of the appointment, if practicable, in accordance with written criteria developed by the faculty in each unit which must be approved by the unit chair and college dean. The criteria shall be made available in each department/unit. Employees shall be offered the first right to available supplemental summer instructional appointments, if practicable.
 2. Student enrollment caps for a summer school course shall be no greater than 115% of the cap for the same course offered during the prior academic year.
 3. FTE assignment. Summer school FTE is computed at .0833 per credit hour for standard lecture, on-line and laboratory course regardless of the session in which the course is taught.
 4. a. Summer school compensation. Except as provided herein, compensation is computed at 12.5% of the faculty member's nine (9) month salary per a 3 hour credit course, capped at the level of \$4,167 per credit hour for each course taught. (Example: A 1 hour credit course is capped at \$4,167 while a 3 hour credit course is capped at \$12,500.). Provided that employees who contract to deliver courses concurrent with supplemental summer terms (i.e., A, B, C) through Innovative Education may be paid more than the \$12,500 cap.
b. Independent Study and Directed Reading Courses. During the summer session, supplemental summer appointment is not available for a course with either "independent study", "directed reading", or "directed research" in the title. One exception is if the course targets students who need the course to graduate on time. These exceptions must be approved by the Provost's office.
- F. Extra University Compensation Appointments.
1. An Employee who is assigned increased University duties and responsibilities that are not in excess of a full appointment (1.0 FTE) is eligible for a salary adjustment to compensate the employee for said duties and responsibilities.
 2. Extra University compensation is defined as University compensation for any duties in excess of a full appointment (1.0 FTE). Available extra University compensation appointments within the University shall be offered equitably and as appropriate to qualified employees in sufficient time to allow voluntary acceptance or rejection. Extra compensation must be paid in accordance with applicable laws, rules, regulations and procedures. Any compensation paid in excess of the established FTE on the position shall be paid from OPS or temporary funds. All appointments up to the FTE established on the line, including summer appointments, shall be paid from salary funds. Exceptions are limited to the following: (1) faculty paid from grants/contracts during the summer may at their option and upon approval of their supervisors, receive payment in OPS so long as the grant/contract so stipulates; (2) faculty appointed in departments/units other than their own may receive summer payments from OPS funds regardless of the FTE assigned to them in their home units.
- G. Visiting Appointments.
- A "visiting" appointment is one made to a person having appropriate professional qualifications but not expected to be available for more than a limited period, or to a person in a position which the University does not expect to be available for more than a limited period. A visiting appointment may not exceed a total of four (4) consecutive years.
- H. Adjunct Appointments. The use of adjuncts at the University shall, upon the request of the UFF Chapter representatives, be a subject of consultation under the provisions of Article 2.1, Consultation.
- I. Fixed Multi-Year Appointments.