

- 513 E. Summer Appointments Policy.  
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515 1. Available supplemental summer appointments shall be offered equitably and as  
516 appropriate to qualified employees, not later than five weeks prior to the beginning of  
517 the appointment, if practicable, in accordance with written criteria developed by the  
518 faculty in each unit which must be approved by the unit chair and college dean. The  
519 criteria shall be made available in each department/unit. Employees shall be offered  
520 the first right to available supplemental summer instructional appointments, if  
521 practicable.  
522 2. Student enrollment caps for a summer school course shall be no greater than 115% of  
523 the cap for the same course offered during the prior academic year.  
524 3. FTE assignment. Summer school FTE is computed at .0833 per credit hour for standard  
525 lecture, on-line and laboratory course regardless of the session in which the course is  
526 taught.  
527 4. a. Summer school compensation. Except as provided herein, compensation is computed  
528 at 12.5% of the faculty member's nine (9) month salary per a 3 hour credit course,  
529 capped at the level of \$4,167 per credit hour for each course taught. (Example: A 1 hour  
530 credit course is capped at \$4,167 while a 3 hour credit course is capped at \$12,500.).  
531 Provided that employees who contract to deliver courses concurrent with supplemental  
532 summer terms (i.e., A, B, C) through Innovative Education may be paid more than the  
533 \$12,500 cap.  
534 b. Independent Study and Directed Reading Courses. During the summer session,  
535 supplemental summer appointment is not available for a course with either "independent  
536 study", "directed reading", or "directed research" in the title. One exception is if the course  
537 targets students who need the course to graduate on time. These exceptions must be  
538 approved by the Provost's office.  
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540 F. Extra University Compensation Appointments.  
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542 1. An Employee who is assigned increased University duties and responsibilities that are not  
543 in excess of a full appointment (1.0 FTE) is eligible for a salary adjustment to compensate the  
544 employee for said duties and responsibilities.  
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546 2. Extra University compensation is defined as University compensation for any duties in  
547 excess of a full appointment (1.0 FTE). Available extra University compensation appointments  
548 within the University shall be offered equitably and as appropriate to qualified employees in  
549 sufficient time to allow voluntary acceptance or rejection. Extra compensation must be paid in  
550 accordance with applicable laws, rules, regulations and procedures. Any compensation paid  
551 in excess of the established FTE on the position shall be paid from OPS or temporary funds.  
552 All appointments up to the FTE established on the line, including summer appointments, shall  
553 be paid from salary funds. Exceptions are limited to the following: (1) faculty paid from  
554 grants/contracts during the summer may at their option and upon approval of their  
555 supervisors, receive payment in OPS so long as the grant/contract so stipulates; (2) faculty  
556 appointed in departments/units other than their own may receive summer payments from OPS  
557 funds regardless of the FTE assigned to them in their home units.  
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559 G. Visiting Appointments.  
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561 A "visiting" appointment is one made to a person having appropriate professional qualifications  
562 but not expected to be available for more than a limited period, or to a person in a position  
563 which the University does not expect to be available for more than a limited period. A visiting  
564 appointment may not exceed a total of four (4) consecutive years.  
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566 H. Adjunct Appointments. The use of adjuncts at the University shall, upon the request of the  
567 UFF Chapter representatives, be a subject of consultation under the provisions of Article 2.1,  
568 Consultation.  
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570 I. Fixed Multi-Year Appointments.