

COMPENSATION

The salary for teaching a three-hour course will be the **lesser of** eighty-five percent (85%) of the in-state tuition paid by the student or 7.5% of the professor's academic year (9 month) base salary. A faculty member who wishes to teach a course with another faculty member should be advised that salary in this situation will be handled as in the past; that is, each professor will be paid a percentage of the salary which would be paid if the professor had taught the course alone. The percentage is dependent on the amount of the professor's involvement in the course. In no case should the total involvement of the professor be more than one hundred percent (100%). In no case shall compensation for teaching any 3- hour course exceed 7.5% of a professor's academic year base salary. The salary will be determined the day following the first drop date for each compensation period.

A faculty member is expected to handle **twenty or more** students without the assistance of a graduate assistant, another faculty member or splitting the course. It is possible that some travel courses or laboratory courses would need to be closed with fewer than thirty because of some physical limitation of vehicles or facilities. If such is the case, the proposer must include the justification for this request when it is submitted to the department chairperson, the dean and OAA for consideration. There is also no provision for paying **honoraria** from the summer teaching budget to faculty members who serve as guest lecturers. Professors teaching courses during the summer who wish to compensate these persons or who wish to have a graduate student assistant may direct the Office for Academic Affairs to divert a part of their salaries for these purposes. All incidental expenses in the planning and presentation of a course—telephone calls, duplicating, expendable materials and supplies, etc.—must be assumed by the appropriate department. **Fees may not be collected from students for incidental expenses.**

We continue to expect that colleges will maximize the budgets that you receive by eliminating low enrollment courses and by taking other steps that demonstrate good stewardship of the summer school budget. At the same time, this compensation model will encourage you to provide classes that the students need in order to make progress toward their academic degree. Undergraduate courses with fewer than **five** students should be carefully reviewed and the salary should be reduced accordingly. This is a change from the 10-student minimum in the past.