



Title: Faculty Summer Compensation Policy

Policy ID: TBD

Status: FINAL

Original Policy Date: January 21, 2021

Last Revised: October 18, 2023

Oversight Executive: Associate Dean for Faculty and Academic Affairs and Associate Dean for Administration

Applies To: Faculty

Publicize Policy? Yes

Definitions

Instructor of record: The individual who is responsible for the design, content, and delivery of instruction and the assignment of final grades for a given course. Others may assist concerning various parts of the course, but only under the supervision of the instructor of record. All credit hours are attributable to a faculty member who serves as the Instructor of Record without assistance. When co-teaching, credits are divided equally among teaching faculty members. When co-teaching with a graduate teaching assistant, all credits are assigned to the faculty member.

Internal overload: A University-approved agreement between a unit that is part of the University and a full-time University faculty member, under which, due to exceptional circumstances, the faculty member receives a payment, in addition to his/her salary for duties beyond those normally assigned and which occur in a time interval during which the faculty member is receiving salary from the University.

New course: A course that has never been taught within the school before by any instructor.

Reason for Policy

The School of Data Science utilizes faculty within the school as well as across the University to teach summer classes that are a part of the core curriculum of data science programs both residentially and online. For non-12-month faculty, these are paid as faculty wage appointments in compliance with the [Provost Academic Policy for Summer Employment and Appointments](#). Since the School of Data Science schedules and pays all faculty wages for summer teaching, the rate is at the discretion of the school up to the threshold set by the University. University policy outlines that a faculty member may not receive compensation above the equivalent of a 12-month salary from all University resources. This policy outlines the process for determining summer wage rates for faculty with academic year appointments at the University.

Policy Statement

Teaching allocations are defined in the approved [Faculty Workload Guidelines](#).

Compensation for teaching a 3-credit course or equivalent as faculty wage will be equivalent to one month's salary in wages for the faculty member that is the instructor of record. Summer faculty wage appointments for one course do not carry an expectation of university and school-related service.

Compensation for teaching two 3-credit courses or equivalent as faculty wage will be equivalent to three months' salary in wages for the faculty member that is the instructor of record. Summer faculty

wage appointments for more than one course carry an expectation of standard service to the school and University.

Compensation for teaching or related activities that are not equivalent to a 3-credit course will be negotiated between the faculty member and the Associate Dean of Academic and Faculty Affairs in consultation with the Associate Dean for Administration.

A faculty member may not earn internal overload compensation for teaching in the Summer Session.

A limit would be placed on compensation only if the calculated amount pushed the faculty member's salary over the 12-month salary equivalent based on the past year academic year salary per university policy.

Nine-month faculty members who have confirmed summer funding (teaching or external funding) may be converted to a 10-, 11- or 12-month salary base by September 1, as appropriate, pending approval from the Associate Dean for Academic and Faculty Affairs. Once converted, retirement contributions will be made on the additional salary in accordance with the individual faculty member's terms of employment. Contractual cycles are reviewed and adjusted each year. Summer compensation confirmed after September 1 will be paid out as wages without retirement contribution, as is standard in the [Provost Wage Authorization for the Academic Areas](#).

Procedures

Teaching responsibilities for summer teaching are approved by the Associate Dean for Academic and Faculty Affairs. Once there is agreement on teaching responsibilities, a letter is drafted and sent to the faculty member outlining summer faculty wage pay from the School of Data Science.

It is the responsibility of the faculty member to inform the school of any other internal summer wage agreements with other schools or entities within the University to assure compliance with university policy that total pay from all sources for the summer period may not exceed 3/9^{ths} of the faculty member's salary during the prior academic year.

Related Information (*include links to related University policies or other documents*)

[Provost Wage Authorization for the Academic Areas](#)

[Provost Policy HRM-045: Faculty External Consulting and Internal Overload](#)

Non-conformance with policy

Faculty encountering non-conformance with this policy should report this to the Dean's Office.

Next Scheduled Review: Spring 2025

Approved by, Date: Academic Committee, 9/26/23; Sent to faculty for review and approval 10/4/23; Approved by SDS Faculty 10/19/23, Approved by SDS Dean 10/20/23

Supersedes (previous policy date): [Faculty Summer Wage Compensation Policy](#) Approved 01/2021