

Faculty Compensation Guidelines for 2017 Summer Session

I. General

The following guidelines outline how faculty teaching a course in Summer Session will be compensated and the procedures that will be followed. These guidelines will be effective beginning Summer 2017.

II. Hiring Procedure

When hiring full- and part-time faculty, Eastern Kentucky University adheres to the credential requirements in Policy 4.6.1, Determining Qualifications for Faculty Teaching Credit-Bearing Courses, which is in compliance with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

FORM

Terms of Employment and Assignment for Part-Time, Overload, and In-Load Faculty Form
(use white form)

DISTRIBUTION

College Dean, Human Resources

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Faculty teaching a Summer Session course will be compensated out of the Summer Session budget for their unit (College of Letters, Arts, and Social Sciences-215888, College of Science-218888, College of Business & Technology-228888, College of Education-238888, College of Health Sciences-248888, and College of Justice & Safety-258888).

Online courses that are not part of e-Campus should be paid from the college Summer Session budget. They are NOT paid from Regional Campuses and should be printed on white paper.

To ensure accurate compensation, contracts should be submitted after the last drop date for that particular Summer session.

III. Minimum Enrollment and Compensation for Full-Time Faculty (Non e-Campus Courses)

Minimum enrollment for Summer Session ONLY:

Lower Division: 15 students

Upper Division: 12 students

Graduate (Master's): 10 students

Graduate (Doctoral): 8 students

Courses with fewer than **five** students will be cancelled unless a compelling reason to offer the course and a written justification is provided by the Chair and approved by the Dean.

Full-time faculty teaching a Summer Session course will be compensated based on the following formula:

For courses meeting minimum enrollments, compensation is 9 percent of regular salary not to exceed \$4,800 for a 3-hour course.

For undergraduate courses, an additional stipend will be provided for highly enrolled courses:

20-24 students	Additional \$100/credit hour
25-29 students	Additional \$200/credit hour
30 or more	Additional \$300/credit hour

For graduate courses, an additional stipend of \$150 per credit hour for courses with 15 or more students will be provided.

For approved courses not meeting minimum enrollments, compensation should be prorated using the following formula:

Normal summer pay (see above) divided by minimum enrollment multiplied by actual enrollment.

Example: Lower-division course with enrollment of 10 students
 $(\$4,800/15)*10=\$3,200$

IV. Minimum Enrollment and Compensation for Part-Time Faculty

Part-time faculty teaching a Summer Session course will be compensated based on part-time faculty pay rates. The salary for part-time faculty is based on the highest degree held in the field of teaching.

2017-2018
Part-Time Faculty Rate (per 3-hour course)
as approved by the Board of Regents on October 28, 2013

Doctoral - \$3,200
Masters - \$2,600
Bachelors - \$2,100

Pay for part-time faculty with approved classes that do not meet minimum enrollments should follow the same formula for prorated salary as explained above for full-time faculty. The stipend for highly enrolled courses should be applied accordingly.