

PCOE Summer Employment – FY2023

[7.28 Summer Teaching Appointments]

Summer employment is not guaranteed and is based solely on the needs of students and the unit programs.

Faculty must be available (e.g., office hours, new student orientations, thesis/dissertation supervision) on campus and/or away from campus with academic unit head approval, during the summer terms in which they are assigned courses, and Summer II faculty are also required to attend summer commencement.

The academic unit head will consider the following in identifying instructors of summer courses: appointment (e.g., 9-month, 12-month; permanent/full-time, visiting, adjunct); funding source; and faculty expertise and qualifications.

Twelve-month faculty and grant-funded faculty will be assigned the required number of courses to meet their contracted load. Adjunct faculty will only be hired when no permanent, full-time faculty with program expertise are available, and only courses with sufficient enrollment will be approved. Instructional assignments will not be changed to accommodate instructors assigned courses that are found to have insufficient enrollment.

The academic unit head may make exceptions to the above provisions when the exception would best serve the interests of the unit in terms of student and program needs.

Cross reference: 6.8 Commencement; 7.13 Faculty Workload; PCOE Office Hours

[approved: 1/12/2022]