



Summer Teaching Appointments

Purpose

This policy serves to outline university summer teaching appointment guidelines.

Persons Affected

Faculty, academic unit heads, deans, and students

Policy

The university offers no guarantee of a summer teaching appointment to any faculty member except as specifically contracted. All summer instructional contracts are contingent upon sufficient class enrollments and availability of funding. Salaries in summer instructional appointments are based on programmatic needs and may be subject to proration depending upon enrollment.

Procedures

Utilizing student and programmatic needs and considering faculty input, each academic unit and college is required to adopt a written policy concerning the allocation of summer teaching assignments. These policies will define priority for summer course offerings and set criteria for allocating teaching assignments among the eligible faculty. The impact of grant funds on summer employment should be considered.

Departmental policies must be approved by the academic dean and the Provost and Executive Vice President for Academic Affairs. Once final approval is obtained, a copy of the policy will be made available to the faculty. The policy must be reviewed by academic units and colleges every five years.

Related Statutes or Regulations, Rules, Policies, or Standards

SFA HOP 02-312 Faculty Workload
SFA HOP 03-403 Faculty Compensation
SFA HOP 03-401 Additional Compensation
SFA HOP 02-215 Minimum Course Enrollments

Responsible Executive

Provost and Executive Vice President for Academic Affairs

Forms

None

Revision History

September 1, 2023 (original)