

4.13 Contracts and Salaries

A. Overview

Contractual agreements are made each year between individual faculty members and the chancellor of the university. Most faculty members receive an appointment for a period of 9 months of required service extending over the regular academic year beginning in August. A few faculty appointments may be made for 12 months of required service extending over the fiscal year beginning July 1.

Contracts are usually renewed near the end of the fiscal year. Unless a different time period is specified in the contract, faculty who are issued contracts must return them within thirty days after receipt or the contracts may be rescinded by the university. During their first year of service, faculty employed for nine months are paid in eleven installments. Thereafter, salaries are spread over a twelve-month period covering the fiscal year July 1, through June 30. It is understood, however, that all salaries paid for July and August in the new fiscal year are released on the anticipated fulfillment of service during the ensuing academic year. Failure of such fulfillment obligates the employee to refund the payments made for the months of July and August preceding the new term of service. Persons receiving eleven salary payments who do not fulfill their service commitment are obligated to refund advance salary received.

B. Summer School Employment

Arrangements for teaching in the Summer School are made through the Provost Office and Educational Outreach (distance education) in consultation with the department heads and deans of colleges. Summer employment for nine-month faculty is neither required nor guaranteed.

Summer School salaries are paid in addition to the regular contracted annual salary. Separate contracts for summer services are issued by each college. Rates of pay for summer employment are guided each year by the APR for Summer Session with the approval of the provost. The amount paid to an individual is based upon class enrollment, number of credit hours taught and/or the faculty member's full time base pay or part time credentials during the previous academic year. Each college determines the rate of compensation for independent studies and internships.

Faculty and staff on nine-month appointments who are not employed during the summer months are; of course, free to pursue their own interests during this time, including employment at other institutions. Persons on twelve-month appointments are not eligible for summer school pay in addition to their regular salaries unless Policy 22 warrants an exception.