#1 Full payment to professors is 3% per contact hour of their previous academic years’ base salary.

#2 Normal maximum payment to faculty teaching summer courses would be 27% of their previous academic years’ base salary. Any percentages above 27% must be approved by the VPAA in advance and in no cases can exceed 33-1/3% of their regular nine months compensation for the previous academic year. (BOR 803.12.03)

#3 Normal class load requirements for faculty to receive 3% per contact hour pay are 18 students for undergraduate courses and 13 students for graduate courses.

#4 Departmental averaging of class enrollment to calculate percentage of payment is allowed for an individual professor. (Ex Dr Smith has 15 undergrad students enrolled in a 3 hour Math class and has 40 undergrad students enrolled in a 2nd 3 hour math class. Dr Smith would be entitled to 18% pay since the 2 courses averaged over 18 students per class. This policy will apply to departments as well.) Any other averaging technique must be approved by the VPAA in advance. Tuition received for summer courses should exceed direct salaries and benefits by academic department. If, in spite of departmental averaging, a professor’s class size is below the stated minimums, the professor’s summer salary will be prorated based on this formula: base salary times (3% of credit hours generated) times (# of students in class/18 or 13 depending on level of class).

#5 Independent Studies, practicums and related independent instruction will be paid at a rate of $ 125 per credit hour per student. No departmental averaging can be used for these type classes.

#6 Minimum summer payment to full time faculty assuming full enrollment is $ 1,500 per contact hour. (Assumes base salary of $ 50,000). For prorated policy, see above.

#7 Tuition generated by department will be compared to direct salary and benefit charges for summer term. A percentage of these profits will be allocated back to the individual departments, based on a meeting of the CFO with deans in the fall. This percentage will also be determined by the current overall financial health of the institution.

#8 See Study Abroad rules related to summer pay for faculty participating in Study Abroad.