

Revision Responsibility: Vice President for Academic Affairs
Responsible Executive Officer: Vice President for Academic Affairs

Source/Reference: [TBR Policy 5:02:04:10](#)

PURPOSE

To establish expectations relative to faculty employment and compensation during inter-sessions and summer sessions.

POLICY

- I. Employment during inter-sessions or summer sessions for full-time faculty members on nine-month contracts is optional and dependent on the needs of the College and the pleasure of the faculty member.
- II. Faculty assignments for courses and non-teaching hours during these terms are the responsibility of the division deans (see Appendix A).
- III. Full-time faculty members may teach up to eight semester credit hours during the summer term. Under extenuating circumstances, up to nine hours may be approved by the president. Any requests above nine hours must be approved by the TBR Chancellor.
- IV. Full-time faculty will be compensated at the rate of 1/32 of their academic year salary per semester credit hour (or adjusted workload equivalent hour, if applicable). The maximum summer and inter-session pay may not exceed 25% of the preceding academic year salary. The 1/32 rate is based on the presumption that summer teaching assignments are proportionally similar in "nature and extent" to those carried out during a regular term and, therefore, encompass the normal teaching and non-teaching responsibilities (office hours, advising, committees, etc.). The expectation for non-teaching hours is 20 hours per 3-4 semester credit hours to be scheduled on campus and in the best interest of the students, division and Institution.
- V. Part-time faculty will be compensated at the same rate per semester hour of credit as in the regular academic year.
- VI. Compensation for full-time faculty on nine-month contracts who serve under sponsored contracts for research and other professional services between academic years shall not exceed the rate equivalent to one-ninth per month of the preceding academic year salary. If the faculty member works on a part-time basis on a sponsored contract project, the pay should be adjusted accordingly.
- VII. Compensation for academic administrative duties performed by faculty on an academic year appointment will be equivalent to 1/32 of the preceding academic year salary per



semester hour up to six (6) credit semester hours total. These hours will be typically assigned to the division dean but can be designated as appropriate for department coordinators.

April 24, 1989; Revised: January 17, 1997 (title changes only); May 27, 1997 (change in Item 3); May 11, 2001 (policy revised and new policy format); June 26, 2008 (revised to clarify inter-session and summer responsibilities for faculty); September 19, 2011 (new policy format and updated titles); May 15, 2017 (Updated titles, added Appendix A and met accessibility standards)