

SUMMER EMPLOYMENT OF FULL-TIME FACULTY FOR NON-INSTRUCTIONAL DUTIES

The summer employment of full-time faculty for non-instructional duties at the University shall be regulated by the following policy statements.

- I.** Full-time faculty may be employed for advisement and other non-instructional duties. Requests for these services shall be made by the appropriate dean to the Provost.
- II.** All such employment shall be regarded as part of the summer teaching load; faculty members performing non-instructional service may carry a total of seven semester hours in one summer session only.
- III.** Two hours of non-instructional service shall be considered the equivalent of one class contact hour; 15 class contact hours constitute one semester hour.
- IV.** The dean requesting the services of a full-time faculty member shall make arrangements with the appropriate departmental chair(s) before submitting a recommendation to the Provost.