

## QUICK VIEW: SUMMER GUIDELINES 2022

### Summer Term Defined

Summer term begins the day after spring commencement through the day before fall classes begin

### Summer Parts-of-Term Course Dates and Paydays

1 Full	May 16-Aug 5	12 wks	Jul 29 Payday*	S3C	Jun 27-Jul 15	3 wks	Aug 31 Payday
S3A	May 16-Jun 3	3 wks	Jun 30 Payday	S6B	Jun 27-Aug 5	6 wks	Aug 31 Payday
S6A	May 16-Jun 24	6 wks	Jun 30 Payday	S5B	Jul 5-Aug 5	5 wks	Aug 31 Payday
S5A	May 23-Jun 24	5 wks	Jul 29 Payday*	S3D	Jul 18-Aug 5	3 wks	Aug 31 Payday
S3B	Jun 6-Jun 24	3 wks	Jul 29 Payday*		*since July 31 is Sunday		

### Teaching/Chair/Internally Funded Load Limits

3-week term: 1 course totaling up to 4 credit hours

5/6 week terms: 2 courses totaling up to 8 credit hours

Max load: 8 hours

Exception: 9 hours with approval of dean of University College

### Minimum Enrollments

6 students 7000 level courses

8 students 6000 level courses / Ed Abroad courses

10 students 3000, 4000, 5000 level courses (including 4000 / 5000 dual-listed courses)

15 students 1000 and 2000 level courses

### Low Enrolled Courses

Must be approved by dean of University College; pay is prorated

Cutoff date for enrollment used to determine faculty pay: last day a student may add or late register on PipelineMT

### Chair Pay

Determined by previous summer's student credit hours (SCHs)

No more than 1 hour pay in any of the 3-week terms

Must be received across the summer (June and July paydays for 2 hours; June, July, and August paydays for 3+ hours)

0-799 SCHs 2 hour of pay 10 administrative hours per week

800-1599 SCHs 3 hours of pay 15 administrative hours per week

1600-2399 SCHs 4 hours of pay 20 administrative hours per week

2400-3199 SCHs 5 hours of pay 25 administrative hours per week

3200+ 6 hours of pay 30 administrative hours per week

### Pay Formulas

Regular summer: (Annual salary x WUs x 3.125%)

Prorated/Low enrolled: (Annual salary x WUs x 3.125%) x (Actual enrollment / Minimum enrollment required)

Adjunct: \$800 per WU

### Teaching Load Credit: Organized Courses

Typical lecture course UG, GR, Honors Credit hour value

Contact hours exceeding credit hours / prescribed courses Credit hour value + one-half value of difference in contact hours and credit hours

High enrollment (UG only) Multipliers are 50-59=1.4; 60-69=1.6; 70-79=1.8; 80+ =2.0

Below minimum enrolled courses Prorated upon approval

Off-campus / Dual enrolled courses Up to 1.25 x credit hour value

Team taught courses Credit hour proportioned according to effort expended; exceptions must be approved by Provost

### Teaching Load Credit: Individualized Instruction

Professional counseling prog practica / internships .75 WU per student (COUN 6270, 6540, 6920, 6930)

Problems, practica, independent study, cooperative, service learning .1 WU per UG SCH; .2 WU per GR SCH w/cap of credit hour value of course

Undergraduate research .2 WU per SCH w/cap of credit hour value of course

Internship supervision .1 WU per SCH w/cap of 3 WU per course regardless of credit value

Music: Private music instruction .33 WU per half hour instruction / .67 WU per hour instruction

Junior/partial senior recital .17 WU per student

Senior recital / Graduate recital .34 WU per UG student / .67 WU per GR student

Class instruments (piano, guitar, voice) 2.0 WU per 1.0 credit course

Thesis supervision .3 WU per SCH dependent on responsibilities required for supervision

Dissertation supervision .4 WU per SCH dependent on responsibilities for supervision