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Faculty Senate Meeting Minutes – April 2016

Faculty Senators

University of South Alabama

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April 20, 2016 – Faculty club - 3:00 pm

A G E N D A

Attending: Kennedy, Morgan, o’Connor, Pohlmann, Swiger, Carr, Culler, Fisher, Bassett, Harrington, Kozelsky, Mark, Mata, Moore, Ni Chadhain, Pavescu, Poston, Reichert, Smith, Stustman, Williams, Bourrie, Campbell, McDonald, Gecewicz, Allison, Fregeau, Reeves, Schwarz, Van Haneghan, Cleary, Glover, West, Yazdani, Willson, Alexeyev, Bauer, Chinkers, Cioffi, Gillespie, Rich, Richter, Taylor, Gillis, Pennywell, Woodford, Buckner, Davis, Dolan, Platt, Vandawaa, Varner, Scalici, Rocconi

Excused: Brooks, Freed, St. Clair, Whiston, Clanton, Bennett-Baldwin, Bolton, Omar, Ponnambalam, Richards, Grant, Riley, Palle, Piazza

Call to order at 3:01 by K. West with Quorum

Approval of minutes: March 2016 meeting - **motion made; 2d; approved**

Approval of agenda - motion to approve as modified; 2d; approved

President’s Report

- **Welcome to new members – K West**

Thank you to new Senators. Four years ago I was a new Senator and I think what you will find: you get to express your opinion and exert influence, particularly on committees. More and more, our opinion is being heard; and our opinion is being asked.

- **Overview of progress on resolutions and initiatives – K. West –**

Full version of state of Senate will be attached to the minutes.

First, thanks to all of the Senate leadership. They have put in a tremendous amount of effort and time. The amount of thoughtful contributions from the leadership has been amazing.

Also want to say thank you to the caucus leaders. They do a fabulous job of talking to the caucus, talking to deans, communicating with the caucuses.

- **State of the Senate:**

Over the past few months I have talked to 7 faculty candidates in Engineering. The subject of Senate comes up and the question is asked about relationship of faculty and administration. What I tell them is we have a great slope. If you look at where we are

now in comparison to where we were a few years ago, we have come a long way. We have the President coming to see you today. He asks for Senator names so he could learn who is on Senate. We have a level of transparency we've never had before and President Waldrop's transparency is trickling down to the other vice presidents. We have established a relationship with the Board of Trustees

I want to point to Phil Carr and Doug Marshall – two past presidents of the Senate – who made the faculty's voices heard during the Presidential search. They opened the line of communication with the Board of Trustees and set the tone through the search for faculty input.

Goals:

1. Continuing to engage the university planning & development process. We had an impact there. Original priorities put forth by President Waldrop. Objectives developed in working groups that included faculty. Then had town halls where faculty could give additional input. Dr. Angela Coleman, VP Institutional Research, took those town hall comments to an advisory committee and those comments were used to update/add to the objectives. Going forward the metrics are being developed for those objectives. They are a work in progress. Initial draft to the Board of Trustees in June. Some metrics are limited by the data we collect at South. Brought that up recently and administration is receptive to looking at how to fix that. Many colleges use Digital Measures – pointed out some of the issues with Digital Measures to make it more logical and easier to use so reports can be more easily generated.
2. Enhance recruitment process, retention, and mentoring of faculty. I want to point to Ellen Buckner the chair of that committee and the committee that put together our first effective mentoring program. Administration has taken notice and we are likely to get more support for the program next year.
3. Advocate for faculty compensation and benefits. For several years, the FS has been pushing for an external salary survey and came to an agreement on how to do it. Administration asked to hold off on that but agreed to an internal compression and inversion adjustment. Those took place quickly. Susan Gordon-

Hickey, former chair, found an error in the calculations for 1 college, that was shown to the administration, and it was fixed. We also have raised issues with summer salary and summer salary payout. We think we will have an adjustment to the amount of money returned to the college (# has not changed since 2009). Have also agreed to shorten payout time for summer salary.

4. Improve faculty input into medical and health affairs. Instituted an ad hoc committee on medical affairs. About 3 days later, President Waldrop announced the restructuring of the health side of the house. We just received an announcement that Dr. John Marymont from LSU Shreveport will become VP of Medical Affairs and Dean of College of Medicine. We expect the ad hoc committee to become more active as the new VP takes office.

Change has come slowly but it has come. We have had productive dialogue and we intend to continue that dialogue.

Announcements

- Dinner at Ralph & Kacoo's on the causeway – 6:00 p.m. – Bill Gillis – there is a vegan option that will be on a separate table. Food will come out about 6:45.
- 2016-2017 Meeting Dates

April 20, 2016

May 11, 2016

August 17, 2016

September 21, 2016

October 19, 2016

November 16, 2016

January 18, 2017

February 15, 2017

March 22nd, 2017 (this is the 4th Wednesday; the 3rd Wednesday is USA Spring break)***

April 19, 2017 (this will be the first meeting of the 2017-2018 Senate; if your term expires in 2017 & you are not re-elected, you will not attend this meeting).

- The Mentoring Picnic scheduled for Saturday, April 23 has been canceled
- Mentor/Mentee surveys will be sent soon; if you participated in the program, please complete the survey.
- USA Conference on Teaching & Learning – May 9 & 10 – there will be a session on mentoring.
- Committee selection – K. Woodford – On your table there are preference forms. Please number your first 3 choices. We will attempt to put you on your first choice, but we have to balance committees in terms of number of members and caucus representation.

Old Business

- Summer Pay Resolution – attached for vote
Moved to call vote; 2d; approved
Move to accept resolution; 2d; approved

- P&T Policy – update on status

Modifications came to us from the Deans. Proposal will be vetted by handbook committee and then brought to the Senate.

New Business

None

Election of Officers

Proposed Officers Slate:

Officers

President:	Sam Fisher
Vice President:	Kelly Woodford
Secretary:	Mara Kozelsky

Call for additional officer self-nominations from the floor
None received

Motion to adopt slate of officers made; 2d; approved

Elections of Committee Chairs

Committee Chairs

Academic Development & Mentoring:	Ellen Buckner
Environmental Quality:	Matthew Reichert
*Evaluation:	Laura Moore Rene Culler
Research & Creative Activities:	Tom Rich
Salary & Benefits:	Terry Grant
Technology Utilization:	Matt Campbell
University Planning & Development:	David Bourie
*University Policies & Handbook:	Ellen Harrington Sinead Ni Chadhain

Call for additional committee chair self-nominations from the floor

Motion made to accept unopposed chair candidates; 2d; approved

Vote taken – Handbook – Ellen Harrington; Evaluation – Laura Moore

Sam Fisher - Briefly discussed ideas for the coming year including salary survey with systematic plan for improvement.

Special Business

Re-Authorization of *Ad Hoc* Committee on Health Affairs –motion attached.

Motion made to approve; 2d; approved

Guest: President Tony Waldrop

I've been in DC for the last 3 days at the Association of Governing Bodies. The theme this year was shared governance. Our board members came to me to note that we already have shared governance at South. President Waldrop then complimented the leadership for the last year and noted that he had enjoyed working with them, and that he looks forward to working with many of them again.

When Kevin took over for Julie, President Waldrop wondered if he would continue to press for the needs of the faculty and question administrative action. He definitely did that!

Q: Sure you saw the campus reform video on the empty holster protestor. How involved were you after it went viral? A: I was out of town most of the last two weeks. Obviously did make a phone call when I found out about it. The USA police chief, Zeke, is the person who looked into the matter and rescinded the action. I give credit to Zeke for that.

Q: New VP Med? A: John Marymount from LSU Shreveport. He will start July 1st. I checked references on every candidate and randomly chose a faculty member from each of the candidate's home departments. I think Dr. Marymount will do a good job and he has dealt with many of the issues we are facing.

Going forward, President Waldrop encouraged faculty to participate in the hiring process whenever possible. He noted that he looked at the survey data on each candidate. When looking at candidate feedback, he not only looked at the numbers but also read the comments. He found the comments were the section of the survey with the best information and encouraged faculty members to utilize the comment sections when providing feedback..

.....
Motion made to Adjourn; 2d; approved – Meeting adjourned at 4:01

.....
CAUCUSES WILL NEED TO MEET AFTER THE CONCLUSION OF THE MEETING TO ELECT THE 2016-2017 CAUCUS CHAIRS. PLEASE PROVIDE THE NAME OF THE NEW CAUCUS CHAIR TO THE NEW SENATE SECRETARY.

Committee Year End Reports – submitted in writing

University Policy & Handbook – Mara Kozelsky

The Handbook Committee Activities in 2015-2016 included the following:

- Returned Grievance Policy to Dean's Council with additional recommendations. The incoming HB chair for 2016-2017 will need to follow up with the FS President to determine if the policy has been finally approved.
- The Committee researched and wrote Civil Campus Policy, which was approved by the Faculty Senate in the March meeting. The incoming HB chair for 2016-2017 will need to follow up with the FS President to determine if the policy has been finally approved.
- The HB committee researched and proposed development of JagCreed. This seems to be moving forward with SGA and no other action is required of the HB committee.
- The Handbook Committee approved the proposed Summer Pay Policy revision, with slight emendation. No further action is required.
- The HB committee developed a proposal for revision of Academic Misconduct Policy; the proposal approved by Provost and official committee created. The committee's task has evolved into a wholesale revision of Academic Integrity Policy designed to streamline policy, make policy more transparent and measurable, with an element of education. The timeline for policy presentation is 2016-2017.
- The changes to the tenure policy submitted in March has been held over for the new committee chair. Immediate action is required.

Technology – Matt Campbell

Goals for the 2015-16 Technology Utilization Committee

1. Work with the USA Online group to ensure that faculty teaching online courses have adequate resources.

Status: Asked Jeff Davidson to petition the administration for more resources for transcribing lecture videos to meet ADA requirements. The request was approved and the turnaround time for video transcription has reportedly been reduced.

2. Play a role in selecting new hires for administrative positions that oversee instructional technology at the University.

Status: A faculty senate representative is currently serving on the hiring committee for the new Executive Director of the ILC and USA Online to ensure that the needs of the faculty are being represented.

3. Work with the Computer Center and ILC to identify a reliable online exam proctoring service for online courses.

Status: The TUS is continuing to work with the University to resolve issues with the current providers while also exploring other suppliers.

4. Pursue technology that would allow USA faculty to better collaborate across departments.

Status: The TUC is in the early stages of evaluating a web-based platform that would allow USA researchers to share research datasets with each other for use as secondary data in additional studies.

Research, Creative Activities, and Graduate Education – Thomas Rich

During the 2015-2016 academic year the Research, Creative Activities, and Graduate Education committee developed a study section model for the review of Arts and Humanities Seed Grant applications. In brief, we provided an outline for the makeup of the review panel and review process. Each proposal is reviewed by primary and secondary reviewers, who are responsible for presenting the grant application to the study section. A reader, or third reviewer, is also assigned in case there is disagreement between the primary and secondary reviewers. Members of the review panel then score the application. The Chair and Vice Chair of the study section are responsible for providing written feedback to the applicants. Feedback should include reasons for the (average) score given by the review panel and suggestions for improving future applications. This model was successfully used for review of both applications in Fall 2015 and Spring 2016. We also worked with provided feedback to Office of Research and Economic Development on metrics and benchmarks for the Enhancement of Research and Graduate Education Priority, as well as other proposals from the ORED.

Strategic Planning – Bill Gillis

The Planning and Development Committee was chaired this year (2015-2016) by Bill Gillis from the Mitchell College of Business. The committee was tasked with three major responsibilities of which two were from the fall semester and one from the spring. In the fall this committee was responsible for the Faculty Senate Tent and related activities at the Homecoming football game. A second event in the fall was coordinating nominations and selecting winners for four awards and their presentation at a Senate meeting. The third event was the Spring, 2015 end-of-year Faculty Senate Appreciation dinner for outgoing and incoming senators and their significant others.

In the fall, the committee was responsible for the Faculty Tent (November 7th, 2015) at the homecoming game vs. the Idaho Vandals. The tent, along with catering, was provided and paid for from the faculty senate budget. In addition, door prizes and giveaways were handed out every 15 minutes. Applying the lessons learned from the previous year, we ordered a smaller tent and tried to order less food. However, overall, we still spent between \$2,500 and \$3,000 for a limited return. Options for the next year include having the Faculty tent on a non-homecoming weekend, not having the tent at all as there is no direct connection between homecoming and faculty and other non-football related ideas/activities. We did apply the other lesson learned, and we started early to enlist local eating establishments to offer gift certificates as giveaways at the tent.

The other fall event was the coordinating of four awards. The first was the Semoon and Youngshin Chang Endowed Humanitarian Award. This award is promoted at the beginning of the year with nominations through September. This allowed for the committee to select the award winner and present this name to the entire senate in September for an awards presentation in October. Alongside this award were three community partner awards (with plaques) for Businesses/individuals in the community who helped the University by being outstanding research, teaching, and community partners. Along with the Humanitarian award, names were nominated, and the committee selected winners for voting on by the full senate. These were presented at the faculty senate meeting in November.

We learned a new lesson of how to pay an award winner who is not a student or faculty. This money comes directly from accounts payable. Another lesson learned was to order a photographer for the event. Finally, a plaque was handed down from two years earlier that had the names of all award winners (of the 3 faculty community awards) and this was engraved and hung in the faculty club.

The spring semester was about planning the end of year banquet. The general consensus was to go to a new location with a different theme. We chose several locations on the causeway to investigate including Felix's and Ralph & Kacoos. We chose R&K as it had more space that was enclosed for less money. In addition to the shrimp and seafood, there was a vegan option again provided this year. We again used survey monkey to try to track the number of people who were coming to provide for a more accurate number of people planning to attend.

Finally, in addition to the above, the continuity book was updated. This book resides with the Planning committee chair and will be handed over when a new chair is selected.

Academic Development & Mentoring – Ellen Buckner

In 2015-2016 the Academic Development and Mentoring Committee of the Faculty Senate initiated a pilot mentoring program for first and second year faculty. In our first meeting in April, 2015, this committee began the process to create and implement a university-wide new faculty mentoring program. Over the next 3 months members collected published literature and online toolkits for mentoring programs.

Components: The peer-mentoring program is designed to support faculty development in scholarship/research, teaching, and faculty practice/service. This program is voluntary to provide support beyond the formal faculty evaluation structure and develop relationships among faculty. The committee decided on a semi-structured process, with mentors from outside of mentee department, targeting new faculty (1st two years), with a one year commitment, monthly contact, and additional conference calls/activities.

Committee activities: The committee consisted of nine members from the Faculty Senate who represent academic and clinical departments. The committee reviewed numerous articles and programs in designing the program. We developed a handbook for the program and designed instruments. We conducted a mentor orientation (September), conference calls (November,

March), and a mid-year workshop (January). We have opened a SAKAI Project site and are adding resources there for mentoring and other faculty topics. A bibliography of articles and programs reviewed is available in the SAKAI Project Site.

Recruitment: Faculty mentors were recruited through the faculty senate and Daily Digest. Mentees were recruited from New Faculty Orientation and from the lists of 1st and 2nd Year Faculty. Mentors and mentees completed a profile of their expertise and interests. Mentors were matched to mentees from a different department but with similar interests in teaching, research/scholarship, community service, or career advancement.

Instruments & support: Pre- and post-program surveys are being done through Class Climate and RedCap survey services. Outcomes include effectiveness of the relationship, the outcomes of teaching and/or scholarship in the first year, and satisfaction with the program. A panel presentation will be done at the USA Conference on Teaching and Learning.

Dr. Johnson's office approved support of \$2000 for a mentor orientation luncheon, mid-year joint workshop, and end-of the year event. The mid-year workshop was held January 8th and included speakers on research (Littlefield), teaching (N. Carr), conflict resolution processes (Maes), and "Common Read" (Harrell).

General Principles: The following general "best practices" emerged in the discussion.

1. A faculty led program must be different from the Department Chair Review process since there would be a conflict of interest otherwise. The mentoring program would be a complement and would not take any away from the administrative process. The mentorship program would be voluntary, however we would try to get a substantial number of new faculty enrolled. The program would be faculty-led, coordinated by the Faculty Senate ADM Committee.
2. Mentors would commit for one academic year and could continue beyond that if desired. Recognition as a mentor in the Faculty Mentoring Program would be done at the end of the year. Mentors could also be recognized for mentees productivity as well as effectiveness of the mentoring process.
3. The development of trust, confidentiality, and shared expectations was seen as critical to the success of the program.

Profile of first year: This information is based on the Fall 2015 survey of participants. Forty-four mentor-mentee pairs (total 88 faculty) are participating in this inaugural year. Response rate was 80% for Mentors (35), and 75% for Mentees (33). Initial areas of interest are below:



There were more women than men and a high diversity present in the cohort. Most responders had not ever participated in a mentoring program.



Participation in Mentoring Programs

Mentors	No (77%)
Mentees	No (84%)

Diversity (Hispanic, Asian, African American)

Mentors	Yes 6%
Mentees	Yes 33%

Preferred topics for discussion (check all that apply) were somewhat different for mentors and mentees.



March Mentee Group Calls: The mentee calls in March revealed multiple comments that mentees (new faculty) did not know what to expect in the faculty annual review. Many departments had not given out much information and although some had, there was still a general feeling of lack of preparation. We forwarded that information to Dr. Johnson's office who immediately offered ways that could be addressed. He particularly noted the importance of the mentoring program in his P&T forum for tenure-track faculty. We also encouraged Mentors to have an end-of-the-year wrap up meeting and address the annual evaluation process.

Family Picnic Cancelled: In the early months (Jan-Feb) when it was cold and we were looking for opportunities to socialize, the committee arranged for an April Family Picnic. As the date approached faculty found that it was raining papers to be graded! Thus it was cancelled.

End-of-Year Surveys: At the time of this report, the End-of-Year surveys are being completed. Preliminary findings are that some faculty benefitted significantly from the program and the mentoring relationships. If they did not, it was usually because they did not connect monthly. Excellent quotes were received on the role of mentors in supporting scholarship, teaching, and career development. Recommendations included putting more expectations on mentors to contact mentees.

Conference on Teaching & Learning (CoTL): We are presenting a panel discussion on Tuesday, May 10th at COTL. Committee members presenting include Drs. Buckner, Bauer, VandeWaa, and Ms. Clista Clanton. Panel members are mentors and mentees and include Paul Hurley

Elizabeth VandeWaa, Chrystal Lewis, Taralyn McMullan, Jaclyn Bunch, Rene Culler. The abstract and presentation are attached to this report. We plan to produce a publication.

Summary: Thus far we have had some excellent participation but also some for whom it was a burden. There have been numerous examples of good networking and positive relationships. The conference calls were minimally attended but the January event was very well received.

Caucus Reports - submitted in writing

Mitchell College of Business – Tom Noland

Professor for the Day Program

The Mitchell College of Business hosted the inaugural “Professor for the Day” program on March 24. This year four executives participated in the Professor of the Day Event by speaking to a variety of classes and student organizations.

Mr. Mark Davidson, CFA and Director of Investments at Cornerstone Investments, spoke in Dr. Lawrey's Business Finance class and Dr. Pennywell's Advanced Business Finance class.

Ms. Susan Riley, CPA at Topp McWhorter Harvey in Hattiesburg, spoke to two accounting classes, Dr. Foster's Taxation of Individuals class and Dr. Hsu's Accounting Information Systems class. She also spoke at a meeting of Beta Alpha Psi.

Mr. Jimmy Shumock, CPA for Thompson Engineering, and a member of the USA Board of Trustees, spoke with Dr. Prescott's students in International and Advanced Accounting and in the Accounting for Entrepreneurial Business with Mr. Foster.

Mr. G. Brent Barkin, Executive Vice President at Shoe Station spoke to students in Mr. Roach's Legal and Financial Aspects of Entrepreneurship class and Ms. Edwards' New Venture Creation class.

MCOB Honor's Banquet

The Mitchell College of Business will conduct its first ever Honor's Scholarship Banquet on Thursday April 21st. In previous years, an Honor's Day program was conducted.

University Committee Reports

University Assessment Advisory Committee (UAAC). – Ellen Harrington

On April 6, the UAAC met for its first meeting this academic year to follow up on the strategic planning process and consider how to better support assessment at USA. The Office of Institutional Effectiveness (OIE) has made significant efforts to follow up on strategic plan feedback, which is now available on the OIE website. The president will announce the final slate of priorities and indicators to the board in June (five indicators for each of the five priorities with an emphasis on specific and measurable indicators). USA is implementing the new version of TracDat (TracDat 5) with a cleaner, more navigable interface. Units are asked to use assessment to provide data that is more meaningful and specifically "actionable." OIE is also taking suggestions for better refining and integrating student surveys and looking at ways to better assess USA's community service impact.

University Committee on Diversity – Juan Mata

Meeting 4/19, @ MCOB, 2- 3pm.

Dr Mitchell suggested forming sub-committees to work on target groups under the umbrella of "inclusion". Following Dr Waldrop's initiative is now Committee on Diversity and Inclusion (for other minority and under represented groups).

Dr Mitcell presented first draft for revision of the Strategic Diversity Plan. It will be uplaoded to Google Docs so members can review and insert commentaries.

A welcome reception for new African American and Under-represented Faculty and Staff is being planned, most likely during Fall semester. (I suggested Faculty Senate should be somewhat informed/involved).

Dr Mitchell and other members have actively visiting other campuses with active Black Faculty/Staff Associations.

University Academic Success & Retention Committee – Ellen Buckner

This committee and the task force that meets bi-weekly address issues of student retention. Numerous activities are coordinated by the First Year Advising Center including First Year Experiences (FYE), Living-Learning Communities, Advising, Follow up of at-risk students, and others. Pell grant recipients, cohorts, GPAs groups, Hours completed groups, in/out of state, and other student characteristics are evaluated. Group statistics are shared with the committee and task force.

In addition several new services/technologies are now available including the Student Success Collaborative (SSC) and Goalkeeper software. Faculty members do have limits in what they are allowed to do with data accessed in these systems.

Advisors do outreach for graduation and this year a substantial number with sufficient hours have been able to graduate. The committee has addressed adaptation to the learning environment of transfer students and international students.

Mid-term grades were initiated this academic year with some success. Dates for registration were changed and there were technological glitches that are being resolved.

Nicole Carr presented an update on the activities to encourage student success and retention to the committee. That presentation Power Point is attached.

University Search committee – Executive Director of the ILC and USA Online – M. Campbell

We conducted skype interviews and have invited 4 candidates to visit campus. Three of the candidates will be here next week and the fourth will be here May 10-12.

Motion for the Re-authorization of the *Ad Hoc* Health Affairs Committee

Whereas, The Faculty Senate represents the whole of the Faculty including the caucuses of the College of Allied Health Professions, the College of Medicine and the College of Nursing; and

Whereas, The Faculty Senate has recently added a new caucus comprised of faculty from the Mitchell Cancer Institute; and

Whereas, The Faculty Senate currently has no standing or *ad hoc* committees representing the Faculty with respect to the Medical and Health Sciences, Health Care delivery or the University of South Alabama Health System; and

Whereas, In past year during which the *Ad Hoc* Health Affairs Committee was constituted, the university was undergoing a search for a new Vice President of Medical Affairs/Dean of the College of Medicine and that search process is coming to conclusion; therefore

Resolved, The Faculty Senate re-authorizes the formation of an *Ad Hoc* Health Affairs Committee with the charge and description as given below:

Ad Hoc Health Affairs Committee: This Committee represents the faculty in matters related to the Health and Medical Sciences, Health Care delivery and the University of South Alabama Health System.

This committee will be charged to serve for one year, after which the Faculty Senate will vote on its status as a Standing Committee. The committee will be comprised of any Faculty Senator who wishes to serve on this *ad hoc* committee.

Proposed chair: Mark Gillespie, College of Medicine

Current	Proposed
<p data-bbox="186 233 604 310">3.9 Summer School Teaching Assignments</p> <p data-bbox="186 317 764 489">It is University policy that no academic year (9-month) faculty is guaranteed summer school teaching. The following is designed to serve as a guideline for the selection of summer school faculty.</p> <p data-bbox="186 495 776 846">No faculty member will receive a summer school assignment for more than two consecutive summers, unless it is in the best interest of the University to do so. For example, circumstances may necessitate that a person teach more than two consecutive summer school sessions, or a person may possess a particular expertise and be the only faculty member available for teaching. However, in all instances, summer school assignments will be made in the best interest of the University. Therefore, the dean of each college or school, along with the respective department chair, will make the determination about summer school assignments. Moreover, each department, within the policy framework, will develop and refine a policy for the selection of faculty for the summer sessions. Such policy must be approved by the dean of the college or school.</p>	<p data-bbox="808 233 1226 310">3.9 Summer School Teaching Assignments</p> <p data-bbox="808 317 1385 489">It is University policy that no academic year (9-month) faculty is guaranteed summer school teaching. The following is designed to serve as a guideline for the selection of summer school faculty.</p> <p data-bbox="808 495 1401 846">The dean of each college or school, along with the respective department chair, will make the determination about summer school assignments. Moreover, each department will develop written policy for the selection of faculty for the summer sessions. Such policy should aim to distribute summer teaching on a fair and equitable basis, and must be approved by department faculty in a simple majority as well as the dean of the college or school.</p>

<p>5.1.6 Summer Pay Schedule and Compensation Rate</p> <p>Summer pay will be issued in three installments on the first normal working day in July, August and September.</p> <p>Compensation for instruction in a semester summer school format will be at a rate of 3.125% of the nine-month base salary per semester credit hour taught.</p> <p>Faculty working on externally funded sponsored activities during Summer Semester may earn up to a maximum of one-third of their nine-month base salary for working three (3) calendar months.</p>	<p>5.1.6 Summer Pay Schedule and Compensation Rate</p> <p>Full term summer pay will be issued in two installments on the first normal working day in July and August. Summer pay for first term courses will be issued in one installment on the first normal working day of July. Summer pay for second term courses will be issued in one installment on the first normal working day in August. Summer pay for Maymester courses will be issued in one installment on the first normal working day in June.</p> <p>Compensation for instruction in a semester summer school format will be at a rate of 3.125% of the nine-month base salary per semester credit hour taught.</p> <p>At the discretion of the Dean, and subject to acceptance by the faculty member, courses for which there is insufficient enrollment to justify full faculty pay as specified above may be offered at a percentage of full pay proportionate to course enrollment.</p> <p>Faculty teaching required undergraduate or graduate courses that are only offered once a year as part of a fixed program are generally</p>

	<p>expected to be compensated at the full rate regardless of the enrollment.</p> <p>For faculty teaching more than one course, the combined enrollment of the courses will be considered when determining total faculty compensation. It is the discretion of The Dean to decide whether offering the under-enrolled course(s) is in the best interest of the students and College even if the combined enrollment is revenue positive or neutral.</p> <p>Faculty compensation for directed studies courses and thesis hours is at the discretion of the Dean. A written summer directed studies/thesis hours compensation policy for the college will be distributed to college faculty members.</p> <p>Faculty working on externally funded sponsored activities during Summer Semester may earn up to a maximum of one-third of their nine-month base salary for working three (3) calendar months.</p>
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