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Proposal: UNV0004
Date: May 21, 2020

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4 **ARTICLE 23: SUMMER SESSION**

5 **Section 1. Definition.** “Summer Session” is used to identify that portion of the annual academic program
6 that may be offered between the first Monday following June commencement and September 15. The
7 academic work offered during the Summer Session functions under the academic requirements specified
8 within the official University bulletin (schedule of classes) and/or WOU website.
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10 **Section 2. Appointments.** Appointment to the Summer Session will be made upon the recommendation
11 of the division and college in consultation with academic deans. All summer appointments are at the
12 discretion of the President of the University. The University retains the right of appointment and
13 assignment of load for faculty, and no faculty member employed during the academic year is assured
14 employment in the Summer Session.
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16 **Section 3. Assignment of Duties. Assignments** to Summer Session shall be based upon the needs of the
17 Summer Session schedule and student course demands determined by the appropriate academic dean. The
18 dean will consult with division chairs before making final assignments.
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20 **Section 4. Responsibilities of the Members and Disciplinary Procedures.** The obligations of the
21 faculty members on a Summer Session contract shall begin and end on agreed upon dates. Every day within
22 the inclusive dates of the Summer Session contract is a regular day of employment except for those for
23 which there is a legislative or employer authorization to be absent from University employment (viz.,
24 statutory holidays observed the University, leave without pay, annual leave, sabbatical leave, sick leave, and
25 when not assigned or required for performance of the regular employment obligation).
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27 Duties may include teaching and independent study; academic advising of students; provision for regularly
28 scheduled office hours; assisting in the admission, orientation and registration of students; being available as
29 needed during pre-registration, registration; service on academic year committees; and other normal duties
30 of University faculty members. Summer Session appointment notices are conditional on classes meeting the
31 enrollment thresholds identified in Section 8 below, or an agreement between the relevant faculty member
32 and the college Dean to conduct the course under the special compensation rate due to under enrollment.
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Deleted: a 36 student credit hour minimum

34 **Section 5. Cancellation of Low Enrollment Summer Session Courses.** The identification and
35 cancellation of low enrollment courses (courses that do not enroll at least 14 undergraduate or 10 graduate
36 students) will be discussed with affected faculty members and division chairs offering the course. Faculty of
37 low enrollment courses will be asked to voluntarily cancel a course or provide rationale for continuation by
38 a set date. The date will be established through consultation and examination of enrollment patterns of the
39 previous two academic years and Summer Sessions, and current enrollment projections. The cancellation
40 date will be set by the dean in consultation with the division chair. The final decision to cancel or continue a
41 low enrollment course will be made by the dean.
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Deleted: or, if applicable, make written request following the procedures outlined in Article 16: SALARY, Section 5 for the special summer compensation rate.

43 **Section 6. Summer Session Finals Week.** In Summer Session, inasmuch as finals week is a week of
44 instruction, it will be the responsibility of members to administer final examinations in those courses for
45 which such examinations are appropriate only during the times scheduled by the University for such
46 purposes. Permission to administer the final examinations at another time may be granted by the Dean of
47 the College, after request by the member made through the Division Chair, and upon the demonstration of

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educationally justifiable reasons therefore.

Section 7. Summer Session Format and Scheduling. The University retains the right, in consultation with faculty, to organize the format and duration of Summer Session sessions (e.g., one 8-week session, two 4-week sessions, special alternative schedules, etc.). All faculty will be notified by the Division Chair about possibilities for flexible scheduling. It is understood that in such cases, the total number of contact hours for each course will remain as originally set.

Section 8. Faculty Compensation for Summer Session

Summer courses will be compensated at a flat rate unless they qualify for the special summer compensation rate. Courses that enroll at least 14 undergraduate or 10 graduate students are compensated at a flat rate of 20% of the academic year's Step 12 salary rate for tenure track faculty. The rate of pay for all faculty members will be based on nine (9) credit hours for full-time teaching.

A. Special Summer Compensation Rate

The University will confirm with each faculty member no later than May 15th that the faculty member is willing to conduct the a scheduled class if enrollment is fewer than 14 undergraduate or 10 graduate students and the special summer compensation rate is applied. If the faculty member agrees to conduct the course should enrollment fall short of the flat rate thresholds and the course is eligible for the summer compensation rate, the faculty member will be committed to conducting the course. If a summer session course is cancelled by a dean after June 1 due to low enrollment (i.e., a course enrolling fewer than 14 undergraduate or 10 graduate students), a faculty member, with their division chair's approval, may request in writing that the class not be canceled and that the faculty member be compensated at the "special summer compensation rate" instead of the flat rate. If a faculty member agrees to conduct a course enrolling less than the flat rate threshold but the course enrolls 14 or more undergraduate or 10 graduate students as of the first day of course instruction, the faculty member will be compensated based on the Special Summer Compensation Rate.

1. Calculation of Special Summer Compensation Rate

The "special summer compensation rate" shall be calculated as follows: As of the first day of the summer course's instruction, multiply the number of student credit hours enrolled in the course by the average in-state, undergraduate tuition per credit hour, and then multiply that product by two-thirds.

i Guidelines for calculating the "special summer compensation rate" follows:

1. In no event shall the "special summer compensation rate" exceed the pro rata compensation rate determined by the 20% summer compensation formula described in this Section.

2. A non-tenure track faculty member may be eligible for this special summer compensation rate providing he or she teaches at 0.5 FTE or above in the spring immediately preceding that summer and is also scheduled to teach at 0.5 FTE or above in the fall immediately following.

Commented [CC1]: This section incorporates current Article 16, Section 6 language but has been changed and re-drafted. Please note changes.

Commented [CC2]: This compensation level references WOU's May 21, 2029 Article 16 proposal.

Commented [CC3]: This compensation level references WOU's May 21, 2029 Article 16 proposal.

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Deleted: 2018, 2019, and 2020. The rate of pay for the 2018, 2019, and 2020 Summer Sessions will be 20% of the faculty member's current salary rate. The rate of pay for all faculty members will be based on nine (9) credit hours for full-time teaching....