

Revision Responsibility: Assistant Vice President for Faculty, Curriculum and Programs

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 Form A).
- III. Full-time faculty members may teach up to eight semester credit hours during the summer term. Faculty load and compensation defined for summer includes Maymester. Under extenuating circumstances, the Vice President for Academic Affairs may approve a faculty member to teach and receive compensation for up to nine semester hours for the summer term and up to an additional three hours for an additional class offered through TN eCampus. Any workload exceeding eight hours will be paid as overload hours and not at the summer session rate. The total number of hours can be increased beyond the nine hours for the summer term to a maximum of twelve hours, if the additional course (three credit hours) is deemed an institutional need and approved by the President. Any additional exceptions to the compensation provisions require prior approval 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 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. Full-time faculty teaching during other short terms such as a Wintermester will be included as overload in either the Fall or Spring semester and will be paid at standard overload rates.

- VI. Part-time faculty will be compensated at the same rate per semester hour of credit as in the regular academic year.
- VII. 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.

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); reviewed/accepted by Cabinet, approved/signed by the President November, 2022.