

## **SUMMER EMPLOYMENT**

### **Instructional Division**

Since employment in the summer term is a separate entity, distinct from the Fall and Spring semesters and not guaranteed to any faculty member, certain guidelines are necessary to support equitable procedures for selecting instructional personnel. Summer employment teaching contracts will be offered for up to 100% of a full summer contract as specified by the current faculty salary table of the Department of Postsecondary Education and can be prorated downward according to teaching credit hours assigned and credit hour production generated by the course enrollment. The number of classes offered will be based on institutional needs.

**Non-web based** courses will be assigned to full-time faculty members on a campus-based seniority rotation.

**Web-based** courses will be assigned on a rotation schedule determined by the campus associate deans in conjunction with the division chairs.

After full-time faculty have met their requested teaching loads, not to exceed 12-13 hours, on their assigned/base campus(es), remaining unassigned courses are available to full-time instructors on a college-wide seniority rotation. Seniority is defined as the faculty member with the longest employment at the college within that faculty member's assigned teaching field(s).