SUBJECT: Payment for Summer Thesis/Dissertation Hours

DATE: June 2018

PURPOSE: To provide an explanation of how and when faculty members are paid for thesis/dissertation hours in the summer

REVIEW: The policy will be reviewed when changes are made to the process or if the University develops a policy on this issue.

PROCEDURE

The summer school budget is designed to fund only teaching and primarily only organized classes. However, graduate students commonly enroll in thesis and dissertation hours in the summer, indicating the need for faculty time and effort to mentor students in their research. It is often difficult to know how a faculty member might be compensated for their involvement with students in the summer. Consequently, the following will provide guidance in determining summer pay.

- Nine aggregate hours of thesis and/or dissertation will constitute the equivalent of one class.
- The nine hours can be in individual summer terms or can be spread across both summer terms.
- Only one course based on thesis/dissertation hours will be funded each summer term regardless of hours in excess of nine. Hours spread across the entire summer are considered one summer term.
- If students enroll in nine hours of thesis/dissertation in each summer term, one class per term is permitted.

Note: Four courses are considered a full-time appointment for the summer. Because the summer can be considered as a whole (four courses) or as two separate terms (two courses each term), it is important to understand this distinction.

- One course in relation to the whole summer is 25% employment (a course taught over the whole summer, with grades due at the end of summer II).
- One course in relation to individual summer terms is 50% employment for that summer term, and course grades are due at the end of the respective term.
- Based on the appointment period, the pay per course will be allocated at either 25% employment for three months (whole summer) or 50% employment for six weeks (individual term).
- Pay for both is the same (one-twelfth of the nine-month salary per course), but the monthly salary depends on the length of time worked.