

Proposal for Summer Pay Policy
Approved by the NKU Professional Concerns Committee

April 5, 2012

Background: In 2009, a new “pilot” summer school compensation policy was adopted. Since its inception, a number of concerns have been raised, and since the policy was never officially adopted, it seems appropriate that the policy be reviewed by the Professional Concerns Committee. After considerable discussion, including comments by members of the full PCC committee, comments from faculty in various departments as reported by their representatives, and consideration by a specially formed subcommittee, **the following changes to the current policy are requested.**

1. The minimum salary should be established at the time of commitment to teach a course (currently two weeks prior to the start of the course). This minimum should not be reduced after the commitment is made, regardless of any decrease in enrollment. This amendment would resolve the ambiguity of not knowing one’s minimal salary at the time of committing to teach a course, and later having one’s pay reduced unexpectedly.
2. If enrollment increases between when a faculty member commits to teach a course and the date when official enrollment for the course is determined, the faculty member’s salary should be increased to reflect this change. For example, if enrollment goes from ten (at the time of commitment) to fifteen (at the time of the enrollment count), faculty should receive full pay.
3. Official enrollment and contract should not be established after the course has begun, as currently exists. The deadline date for establishing the official enrollment in a course (on which salary is based) should occur at least three days before the course begins, and the contract should be signed on or before the last working day before the first day of the scheduled course.
4. The salary and benefits package for teaching a summer course should include 3% of base salary per credit hour up to a cap of \$65,000 and the normal 5%/10% contribution to the instructor’s retirement fund, if applicable.
5. When two courses are offered by a faculty member in the same summer session, the number of students across the two courses should be averaged to determine the salary received. An enrollment of ten in one course and twenty in a second course by the same faculty member should result in full pay for the faculty member.