Figure Salary and FTE for Faculty Summer Appointments

Summer salaries for Faculty on a 9 month line position are stipulated by the UFF collective bargaining agreement. Typically, a faculty member will earn the same amount per credit hour whether he teaches in the fall, spring or summer. The Summer Appointments Policy section of the agreement are on page two of this document.

This calculator helps departments figure summer pay and FTE for line position faculty based on their 9 month salary and it does it in one of two ways.

One: Calculate summer salary and FTE based on number of credit hours teaching.

1. Enter the 9 month salary and the number of credit hours in the fields on the Summer A, B, C row.
2. Hit the Tab key to see the FTE, hours and salary. Enter these on the appointment status form (ASF).

Two: Calculate summer salary and FTE based on specific dollar amount to be paid.

Calculate FTE based on a dollar amount. Example, Dr. Sam Smart will be working on a grant during the summer but not teaching. The grant has $10,500 available to pay him.

1. Determine if the faculty member is working during:
   a. Summer C (6.5 pay periods) or
   b. Summer A or B (3.2 and 3.3 pay periods respectively).
2. There is one row to figure Summer C and another for A or B. Enter the 9 month salary and the amount to be paid in the fields on the appropriate row.
3. Hit the Tab key to see the FTE and hours worked. Enter these on the appointment status form (ASF).
**UFF Collective Bargaining Agreement 2014-2017**

**Summer Appointments Policy:**
1. Available supplemental summer appointments shall be offered equitably and as appropriate to qualified employees, not later than five weeks prior to the beginning of the appointment, if practicable, in accordance with written criteria. The criteria shall be made available in each department/unit. Employees shall be offered the first right to available supplemental summer instructional appointments, if practicable.

2. Student enrollment caps for a summer school course shall be no greater than 115% of the cap for the same course offered during the prior academic year.

3. FTE assignment. Summer School FTE is computed at .0833 per credit hour for standard lecture, on-line and laboratory courses regardless of the session in which the course is taught.

4a. Summer School Compensation. Except as provided herein, compensation is computed at 12.5% of the faculty member’s nine (9) month salary per a 3 hour credit course, capped at the level of $4,167 per credit hour for each course taught. (Example: A 1 hour credit course is capped at $4,167 while a 3 hour credit course is capped at $12,500.). Provided that employees who contract to deliver courses concurrent with supplemental summer terms (i.e., A, B, C) through Innovative Education may be paid more than the $12,500 cap.

4b. Independent Study and Directed Reading Courses. During the summer session, supplemental summer appointment is not available for a course with either “independent study”, “directed reading”, or “directed research” in the title.