

ARTICLE 18. SUMMER SESSION APPOINTMENTS AND ASSIGNMENTS

~~Section 1. The faculty in each department or unit will begin the process of developing written policies and procedures for the appointment, professional responsibilities, course cancellation and compensation of Summer Session work, by first considering any input provided by the department or unit head, dean, vice president, Provost or designee. The faculty will submit their policies and procedures to the appropriate dean, vice president, or designee for review. The dean, vice president, or designee will discuss any revisions he or she makes to the policies or procedures with the faculty before submitting his or her recommended policies and procedures to the Provost or designee. The Provost or designee will have final authority to establish the policies and procedures for each unit. If the dean, vice president, or Provost or designee materially alters the faculty recommended policies or procedures, he or she will provide a written explanation for the change(s) to the faculty in the department or unit. The department head, dean, unit head, vice president, Provost, or designee may initiate changes to established policies by informing the appropriate faculty of the change being considered, thereby initiating the procedure described in this section.~~

~~The appropriate department or unit head will determine the Summer Session teaching schedule, if any, in consultation with the faculty, and in consideration of faculty expertise; student demand; program and curricular needs of the academic unit; available resources; and school, college, and university needs; and in accordance with approved procedures and criteria.~~

Every unit will have a policy for the appointment, professional responsibilities, course cancellation and compensation of Summer Session work.

~~Using the University of Oregon summer payroll guidelines developed in November 2014 as a starting point. The colleges or schools will provide language to be included in every policy governing compensation, appointments, and budgeting surrounding Summer Session. The language shall include the University of Oregon summer payroll practices guidelines developed in November 2014.~~ The college or school language will be reviewed and edited by a review committee made up of three University representatives and three Union representatives before being forwarded to departments or units. Final department policies will be approved by the Dean’s Office.

Policies will be made available to faculty no later than May 1, 2016, and will become effective Summer Session 2017.

Deans and faculty may initiate changes to unit level Summer Session policies pursuant to Article 4.

Section 2. Summer appointments for those on academic year appointments are in addition to the academic year contract. Summer Session appointments may include Coordinator of Summer Session or other similar appointments.

Section 3. An offer of a Summer Session appointment will be made at least five weeks

1 prior to the beginning of the appointment, whenever feasible.

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3 **Section 4.** Except for faculty who meet the requirements listed in Section 5, a bargaining
4 unit faculty member on an academic year appointment is not required to accept a Summer
5 Session appointment, and will not be subject to discrimination and/or retaliation for
6 declining a Summer Session appointment.

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8 **Section 5.** A bargaining unit faculty member may be required to accept a Summer Session
9 appointments as a condition of a 9-month appointment in programs or departments where
10 there is a past practice of such Summer Session requirements.

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12 If a bargaining unit faculty member is required to accept a Summer Session appointment,
13 the terms and conditions of the Summer Session appointment will be specified at the time
14 of the 9-month appointment in accordance with Article 16.

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16 Required Summer Session assignments will be assigned an FTE percentage commensurate
17 with normal workload duties and compensated at the bargaining unit faculty member's
18 normal base salary.

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20 **Section 6.** The department or unit head may cancel a scheduled class or reassign a
21 bargaining unit faculty member based on faculty expertise; student demand; unit, school,
22 college, or university needs; and in accordance with approved policies. In the event that a
23 course is cancelled, the department or unit will attempt to appoint the bargaining unit
24 faculty member to a new assignment.