

## PCOE Faculty Additional Compensation & Adjunct Compensation, Fall 2015-Spring 2016

[28 August 2015]

It's been brought to our attention that the college needs to more closely follow the policy related to compensation of part-time faculty (adjuncts) and of full-time faculty assigned course overloads (Faculty Compensation Policy). The revised version of that policy went before the board in late July. We will implement the revised policy using the following guidelines.

### PCOE Practice

Beginning fall 2015, we will follow the compensation scale outlined in the policy which is based on three elements: (a) course credit, (b) years of experience/service to the academic unit, and (c) academic preparation (no terminal degree/terminal degree):

- Zero to six years service to the academic unit — \$834 - \$1,000 per credit hour
- Seven to ten years service to the academic unit — \$884 - \$1,067 per credit hour
- Eleven or more years service to the academic unit — \$934 - \$1,267 per credit hour

### Adjunct (part-time) faculty

When completing EPAFs for adjuncts, please note the number of years of service teaching for the academic unit in the comment section in addition to the course, credit hours, and enrollment information as justification for compensation requested.

### Years of adjunct service to the academic unit

- any adjunct teaching within an academic year should count as 1 year of service
- only adjunct teaching within an academic unit (department/school) should be used to calculate years of adjunct service

### Full-time faculty

For full-time faculty, there IS a relationship between compensation and TLC generation during fall and spring semesters. Faculty generate TLCs based on the Faculty Workload Policy with course credit hours, course classification (lecture, seminar, lab, practicum), and course number (undergraduate, 100-400; graduate, 500; doctoral, 600) influencing the TLC generation.

Generally, a full load ranges from 12 – 15 TLCs each semester based on faculty rank.

- 000-400 level: lecture/seminar/lab courses generate 1 TLC/1 credit hour; full load for tenure-track & tenured faculty is 12 TLCs; non-tenure-track faculty is 15 TLCs  
practicum courses contribute to full load as clarified with unit head
- 500 level: lecture/seminar/lab courses generate 1.5 TLC/1 credit hour; full load is 13.5 TLCs  
practicum courses contribute to full load as clarified with unit head
- 600 level: lecture/seminar/lab courses generate 2 TLCs/1 credit hour; full load is 12 TLCs  
practicum courses contribute to full load as clarified with unit head

Course overload compensation is paid each semester for an approved course assigned beyond the minimum requirement of 12-15 TLCs, and **will reflect the credit hours of the course**, the years of service to the academic unit, and the academic preparation. These variables relate to the compensation model in the revised Faculty Compensation Policy.

Academic unit administrative assistants are urged to develop a record-keeping process (i.e., a spreadsheet) to document individuals' years of adjunct service within the academic unit. If administrative assistants have questions related to this practice/process, please contact the dean's office (Belinda or Megan) for clarification.