



Applies to:	Tenure Track Faculty, GSI's, Lecturers
Related Policies:	N/A
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LSA TERM III Policy

The Term III initiative includes a commitment to offering a consistent and well-coordinated curriculum of regularly scheduled courses. The College encourages departments to select their course offerings in spring and summer term to (a) help relieve enrollment pressures and (b) meet student demand in critical courses in the fall and winter terms.

Course Offering Guidelines

The college asks that each department plan to offer the same slate of classes from year to year where possible; however, some will need to make adjustments to accommodate changes in enrollment demand or the needs of students. Any changes to a department's Term III offerings must be reviewed by the Dean's Office. The Dean's Office will approve only those classes that align well with our Term III criteria and will provide funding only for the courses we approve.

- Departments should first and foremost target their spring-summer course offerings to meet one of several of the following critical needs:
 - High demand courses where there is demonstrable unmet need in the fall and winter terms.
 - Courses that are popularly used to fulfill College requirements (e.g. R&E, QR)
 - Prerequisite and intermediate gateway courses in popular programs.
 - Intermediate (200/300) and advanced courses (300/400) which fulfill major requirements.
- Departments should strive to regularize their spring and summer offerings. A consistent pattern of regularly scheduled courses will establish a track record that students and advisors can rely on from year to year.
- The scheduling of spring-summer classes should minimize time conflicts in order to maximize opportunities for students to take more than one course per term. The possibility of evening classes should be seriously considered in order to attract students who work during the day. Departments are expected to follow the Standard LSA Class Scheduling Policy.

Many students begin making decisions regarding Term III at early winter registration in late November. To facilitate early academic planning for Term III, we make the Spring-Summer LSA Course Guide available to students in late October. In order for the curriculum maintainers in

the LSA departments to update these classes in time for viewing in the LSA Course Guide during winter registration, departments are contacted in mid-September and asked to provide an initial draft of their Term III offerings by the beginning of October. All curriculum drafts should be submitted even if there are no changes. Curriculum proposals must be approved before they are entered into M-Pathways. Changes made to Term III offerings after the October deadline must also be submitted to the Dean's Office for approval.

Instructor Compensation Guidelines

Tenure-Track Faculty Compensation

Tenure track faculty may receive 1/9th of their U-Year full time rate per course within the minimum and maximum amounts state below for sections with 3-4 credit hours. The minimum and maximum amounts will be incremented annually by the average faculty merit program percentage. The salary rates to use for Spring/Summer 2017 are:

Per-course compensation may not be less than \$9,650 and is capped at a maximum of \$16,250

Compensation for 1-2 credit hour courses or courses with more than 4 credit hours must be adjusted by decreasing or increasing the compensation at 16.67% per credit hour.

Compensation may be increased for courses that require substantially greater effort than the typical LSA 3-4 credit hour section or in consideration of additional curricular duties (e.g. student advising or course coordination). Appointment letters must indicate the percent effort associated with the additional duties and be received together with the appointment submittal form. The table below provides a guide for computing percent effort and compensation for tenure-track faculty.

LEO Lecturer Compensation

Lecturer compensation in LSA is generally based on a 6-course workload expectation for a typical 100% Lecturer instructional appointment spanning two full terms (i.e. Lecturers typically receive approximately 33.33% effort per course per term, or approximately 16.67% effort per course per year [FA and WN]). Lecturers with Fall/Winter U-Year or U-Year-Term appointment periods who are appointed in Term IIIA or B to deliver a course that would typically count as one (1) of the six (6) FA and WN courses may receive a maximum of 1/6th of their full-time rate per course (i.e. typically a 3-4 credit course). Lecturers with Term appointments may receive a maximum of 1/3rd of their full-time rate per course (i.e. typically a 3-4 credit course). Please refer to table below for computing Lecturer percent effort and compensation.

The compensation should be adjusted for instructional effort that deviates significantly from that for a single 3-4 credit hour course (e.g. 1 or 2 credit hour “mini-courses”, intensive courses with 5 or more credit hours, very large enrollment lecture courses with significant coordination duties, etc.). Offer letters for Term III Lecturer appointments that include both instructional and non-instructional duties should display the relative efforts for discrete portions of the assignments separately (e.g. 75% for a typical one-course instructional assignment for a U-Year Lecturer under the 1/6th formula described above, and 10% for a 4-hour per week advising assignment during the appointment period). Appointing units must attach a copy of the corresponding offer letter to each submittal. Appointment processing may be delayed for any submittal until the corresponding offer letter is provided. The guideline offer letters available on the LKAG SharePoint site should be used as the basis for these appointments, with proper modifications for Term III A and B appointments.

Lecturers who have received a fixed payment per section exceeding the amount allowed by current college policy in the past (e.g. greater than 1/6 of the Lecturer’s FA/WN FTR for a 3-4 credit course) may continue to receive the same fixed payment amount received the last time the Lecturer was appointed for a Term III Lecturer assignment. If the fixed payment amount becomes less than the amount the Lecturer would have received under the current policy (e.g., if the fixed payment is less than 1/6 of the FA/WN FTR for a 3-4 credit course), the amount under the LSA Term III Policy would control the payment.

GSI Compensation

GSI compensation in LSA is paid according to the fraction calculation and contractual rates in the UM/GEO Agreement. For additional details please refer to Article X: Salaries of the [UM/GEO Agreement](#).

Appointment Contract	Standard payment per 3-4 hr section (and per credit hour).	Standard effort per-3-4 hr section (and per credit hour).	To calculate effort given payment	To calculate payment given effort
UYr Tenure-track Faculty	1/9 FTR (1/27 FTR)	50% (16.7%)	$\% \text{ Effort} = \frac{\text{Payment}}{(2/9) \times \text{FTR}}$	$\text{Payment} = (2/9) \times \text{FTR} \times \% \text{ Effort}$
UYr Lecturer	1/6 FTR)	75%	$\% \text{ Effort} = \frac{\text{Payment}}{(2/9) \times \text{FTR}}$	$\text{Payment} = (2/9) \times \text{FTR} \times \% \text{ Effort}$
UYr-Term Lecturer	1/6 FTR	66.67%	$\% \text{ Effort} = \frac{\text{Payment}}{(2/8) \times \text{FTR}}$	$\text{Payment} = (2/8) \times \text{FTR} \times \% \text{ Effort}$

Term Lecturer	1/3 FTR	66.67%	$\% \text{ Effort} = \frac{\text{Payment}}{(2/4) \times \text{FTR}}$	$\text{Payment} = (2/4) \times \text{FTR} \times \% \text{ Effort}$