

## **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.

**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.

An offer of a Summer Session appointment will be made at least five weeks prior to the beginning of the appointment, whenever feasible. A bargaining unit faculty member on an academic year appointment is not required to accept a Summer Session appointment, and will not be subject to discrimination and/or retaliation for declining a Summer Session appointment.

**Section 3.** The department or unit head may cancel a scheduled class or reassign a bargaining unit faculty member based on faculty expertise; student demand; unit, school, college, or university needs; and in accordance with approved policies. In the event that a course is cancelled, the department or unit will attempt to appoint the bargaining unit faculty member to a new assignment.