

(APRIL 27, 2018)

---

WHEREAS, The University System of Georgia has adopted no standardized system for offering summer term teaching contracts to faculty members teaching outside the normally scheduled times within their regular contracts.

WHEREAS, Faculty members from numerous USG institutions have experienced pressure to perform instruction outside their regular contracts.

WHEREAS, Faculty members from numerous USG institutions have experienced irregular contracting to include but not limited to: no compensation for courses canceled after initiation (first day of class) as well as having to perform instruction prior to agreement on compensation and establishment of a formal contract.

To resolve these outstanding issues, we recommend that the University System of Georgia adopt at individual colleges, schools, and universities by Summer 2019 the following standard operating procedures related to summer faculty pay. These are based on best practices across the United States.

---

---

Standard Operating Procedures for contracts related to faculty teaching during Summer or other times outside of their normally salaried and off-contract times. Throughout, please read "summer" to include all times that are outside the normally scheduled times within the regular contact of each faculty member (e.g. "May-mester", etc.).

1. Summer contracts must include a clear understanding of pay.
- 2.