



UAR NUMBER:

TITLE:

ORIGINATOR(S):

INITIAL ADOPTION:

REVISION DATE(S):

AUDIENCE: (SELECT ALL THAT APPLY)

FACULTY

STAFF

STUDENTS

VENDORS

OTHER (SPECIFY):

PURPOSE:

SCOPE:

DESCRIPTION (INCLUDE DEFINITIONS):

Procedures:

1. A faculty member shall not teach more than 12 semester hours during the summer or more than 6 semester hours in a single summer session.
2. Department chairs shall not develop a schedule of summer classes that will require faculty to exceed teaching 6 semester hours per session or a total of 12 semester hours for both summer sessions.
3. Unanticipated or unavoidable circumstances or emergencies that require the assignment of extra teaching responsibilities to faculty members that will exceed the prescribed limits must be approved in advance by the Provost and Vice President for Academic Affairs. Once approved, the faculty member will be paid for those hours.

APPROVED BY:

VICE PRESIDENT: Bob Allen DATE: 7-9-18

APPROPRIATE INSTITUTIONAL REVIEW: _____ DATE: _____

PRESIDENT: Joey Morgan DATE: 7-9-18