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Faculty Availability in Summer
Faculty Affairs Policy Committee
3 September 2010

Charge

Bring recommendations (if any) on a policy for faculty availability in the summer months (between the end of one contract and the beginning of another) for events such as advising for student orientations, etc.

Survey

According to the GCSU website, we have 298 full-time faculty. After talking with a number of faculty members I ran into over the summer about this issue, last week I sent a survey to 54 academic year faculty I knew from serving on university-level committees as well as faculty I looked up in the campus directory to obtain more ranks from Business and Health Sciences. The survey received 25 responses.

1. What is your home college?

College of Arts & Sciences: 13
College of Business: 3
College of Education: 6
College of Health Sciences: 3

2. What is your home department?

1. Information Technology and Marketing
2. MSCM
3. nursing
4. School of Nursing
5. EDMC
6. Foundations, Secondary Ed, and Educational Technology
7. Government & Sociology
8. Mathematics
9. Early Childhood & Middle Grades
10. Kinesiology
11. Special Education & Educational Leadership
12. English and Rhetoric
13. Biological and Environmental sciences
14. IT&M
15. IT&M
16. Early Childhood and Middle Grades
17. Government and Sociology
18. Early Childhood and Middle Grades Education
19. Music
20. chemistry, physics & astronomy
21. History, Geography, and Philosophy
22. History, Geography & Philosophy
23. Mathematics
24. English & Rhetoric
25. no response

3. Do you do administrative, service, teaching, and/or advising related work during the summer when you are NOT on contract but for which you are being compensated during the summer? (This work does NOT include summer teaching, normal course preparation for the coming school year, and creative/scholarly research/writing.)

20% / 5: YES
80% / 20: NO

4. If you answered yes, list the summer activities for which you are being compensated.

1. Teach a Maymester course
2. grant funded pay for directing a two-week academy; 1/2 time teaching of two courses; program report preparation.
a few summer orientations
3. However, I do work in the summer, especially advising (responding to student emails, inquiries) for which I am NOT compensated.
4. I usually teach one course and sometimes do AP grading.
5. Direct the study abroad program in Greece

5. Do you do administrative, service, teaching, and/or advising related work during the summer when you are NOT on contract and NOT being compensated during the summer? (This work does NOT include normal course preparation for the coming school year and creative/scholarly research/writing.)

80% / 20: YES
20% / 5: NO

6. If you answered yes, list the activities for which you are NOT compensated during the summer.

1. Student Orientation
2. Advising, renovating MSCM Broadcasting Labs, serve on hiring committees
3. search committee, course preparation, departmental projects, advisement
4. I advised students online when I was in Milwaukee, I have had students call me on vacation (when I am not on contract), I have chaired two search committees in July when I was not on contract, I have been expected to attend meetings (admissions and progression in nursing) when I am not on contract.
5. Advising, administrative follow up & planning work for school year
6. I advise students (my advisees) and communicate with students regarding programs of study and upcoming course suggestions.
7. Advising internship and independent study students; meeting with advisees when requested, including those not in academic good standing; advising new students who come in for summer orientation when notified/asked or just available.
Program, search, or committee work when necessary.
8. Special meeting of a Senate committee
A few uncompensated orientations
9. Advising graduate students
10. We have to cover the 4 summer orientations (faculty share in this so usually just one each). I try to avoid being on committees but I am frequently asked to do so. I have been on several searches that ran into the summer. I also respond and meet with students as needed and requested. Email contact with them is frequent.
11. Advising, independent studies, program coordination.

12. I do not need to be in my office, students expect me as their adviser to advise them during summer over e-mail. The hardest cases are transfer students, they decide to start working on their fall schedule and if I am their assigned adviser they feel I have to find them classes!!
13. Some advising for students.
14. Resume writing assistance for former students, answering emails from students with advising, class scheduling, and other issues.
15. Freshman orientation on Fridays and some advising of current students.
16. Scholarship and research, grant activity reporting, advising of undergraduate and graduate students, paperwork, writing MANY letters of recommendation, preparing for classes, making placements for preservice teachers, designing web pages, professional development/in-service work for public school teachers, talking to student groups (especially related to the First Year Book Circles), keeping up with my discipline (especially reading scholarship I don't have time to read during the school year), and the LONG list goes on. I basically work full time in the summer for NO pay.
17. Too many to name
18. A lot of committees schedule meetings over the summer. We have equipment/computers in labs that have to be maintained.
19. Limited-term faculty searches.
20. undergraduate student advising (typically 3-4 students)
writing/sending letters of recommendation (typically 3-4 letters)
serving as job reference (typically 1-2 students)
graduate student advising (typically 1-2 students)
committee (typically 2-3 meetings)

Recommendations

1. General Recommendation

Twelve-month faculty, staff, and administration should be extremely respectful of faculty members' summers while faculty are not on contract and not being compensated for two reasons. First, faculty are not being compensated; therefore, they should not be asked to do work. Second, they should not be asked to do work that takes them away from their research. Teaching a twelve hour course load while being committed to service during the school year forces most if not all faculty to do the majority of their critical and creative work during the summer. While the majority of summer duties (like advising) should be delegated to twelve-month faculty, those labors that absolutely require academic year faculty should be either voluntary and incentivized (through banking time) or appreciated and compensated.

2. General Advising

Before email, the only way students could get advised during the summer was to phone or visit whoever was working in the office. With email, faculty are on advising call throughout the summer.

Recommendation: Students should be told (via the Advising Handbook and the Center for Student Success) not to expect their regular faculty to advise them during the summer. Individual faculty members should decide if they want to advise during the summer. Some will based on relationships formed with students; some won't due to advising transfer students whom they've never met. If a faculty member decides not to advise while not on contract, then her summer advising load should go to either twelve-month faculty in the advisee's department, professional advisors in the college, and/or the Center for Student Success.

3. Advising Internship and Independent Study Students
Recommendation: Faculty members advising students who are signed up for internships or independent study courses should be compensated for summer teaching.
4. Serving on Hiring Committees
Recommendation: Ideally, faculty should only volunteer to serve on hiring committees meeting during the summer. However, faculty asked to serve on summer hiring committees because of their qualifications should either be compensated for their time spent on the search or receive "credit" for their time by serving on one less committee of comparable time responsibility during the academic year. Both faculty member and chair could make note of the credit in the faculty member's IFR and annual evaluation.
5. Faculty Meetings and Committees
Recommendation: There should be no faculty meetings during the summer when the majority of faculty are not on contract. Standing committees should not meet during the summer. For ad hoc committees or admissions committees needing to meet during the summer, see Recommendation #4: Serving on Hiring Committees.
6. Summer Orientation Sessions
Some faculty report that they are compensated for summer orientation and some report that they are not.
Recommendation: Twelve-month faculty should participate in orientation and academic year faculty should only be called upon if necessary. While committee work done during the summer can be banked during the academic year, orientation has no academic year equivalent. All academic year faculty working an orientation day should either receive compensation equivalent to a day's pay (using the furlough calculation formula provided to faculty in August 2009) or a flat fee paid to all academic year faculty participating in orientation.
7. Lab Maintenance
More information about maintenance time requirements needed.
8. Program Coordination
Program coordinators receive extra pay and/or course release(s). The Coordinator Compensation Committee composed a recommendation report in November 2009.
9. Special Projects
Recommendation: If a special project, like a lab renovation, takes significant time from a faculty member, she should be compensated or her time should be banked, as per Recommendation #4: Serving on Hiring Committees.