



DEPARTMENT OF MATHEMATICS

SOUTHEASTERN OKLAHOMA STATE UNIVERSITY
1405 N. FOURTH AVE., PMB 4186
DURANT, OK 74701-0609

580-745-2308
FAX 580-745-7458
WWW.SE.EDU

Dr. Christopher Moretti, Chair
Southeastern Oklahoma State University Faculty Senate
Campus Box 4071
1405 North 4th
Durant, Oklahoma 74701

Dr. Van Den Handel,

I received your request for information about Southeastern's current policies about summer compensation, course overload salary structure, and online course enrollment. I'm happy to pass on our current policies and practices in these areas and hope the information can assist with your own policy development.

Summer Compensation Policy

First let me explain our summer compensation policy (which is outlined in Section 4.7.5 of our Academic Policies and Procedures Manual, or "APPM"). The current policy is that regular faculty who teach a single 3-4 credit course will receive 1/9 of their base 9 month salary. Regular faculty who teach two such courses receive 2/9 of their base salary, and two such courses are considered the maximum teaching load normally allowed. Adjunct faculty are paid for summer courses at the same rate as they are during the regular semesters. There are a few exceptions - Continuing Education courses are not counted as part of regular teaching load (as they are contracted separately) and it is possible to obtain additional summer salary that is paid by a grant (up to a maximum of 3/9 of base salary, with that 3/9 including the income from the regular summer teaching load). Interim courses taught in May are counted as summer classes and interim courses taught in August are counted as part of the fall load. The general "1/9-2/9 of base salary" structure for summer courses is likely more generous than at many of our sister institutions and is one that we are generally proud of.

It is worth noting that we do not have a formal policy on the related issue of which summer courses will run and which might be canceled. Our current practice is that the department chair and Executive Dean review enrollments in all summer courses with the intent of canceling those courses whose enrollment does not cover the cost of the instruction. The department chair may request exceptions based on graduating student need and the overall profitability of the department's summer schedule.



Course Overload Salary Structure

In terms of our overload salary structure, as per RUSO policy 12 to 13.5 hours per semester is the typical faculty load. We do not have a specific policy that sets overload compensation (our APPM does have Section 5.2.2 on supplemental pay, but it speaks in generalities rather than specifics). We do however have a fairly long-standing practice. Our practice is that if a faculty member is going to be teaching 15 or more hours they may request overload pay at the corresponding adjunct rate. The request is made using the standard transaction form before the semester begins and is subject to approval by the department chair, Dean, Vice President for Academic Affairs, and Vice President of Business Affairs. Directed reading and independent study courses are generally not considered in discussions about overload compensation.

It is worth mentioning that we are currently starting a pilot project about a different kind of overload compensation - compensation for when one faculty member fills in for an absent colleague for an extended period of time. In the pilot, faculty members who fill in for a colleague for more than a week will be compensated on a pro-rated basis at the "high demand" adjunct rate for each covered course. This may change in the future as we use the cost information generated, but it is certainly a step in the right direction and the concept is a good example of our shared governance process at work (as the request to consider it was made by our Senate and worked on by the Administration).

Online Course Enrollment

Southeastern does not currently have a written policy about enrollment limits in online courses, but over the last few years we have evolved a fairly consistent practice. Enrollment in our online courses are typically set by the department chairs. Forty students is the typical number, although the department chairs can modify that to take into account the workload inherent in each course (so more work-intensive courses may have a lower limit, etc.). If we have an online course with extremely large enrollment (say 400-450 SCH) it might be considered a full load for the faculty member - but this requires the agreement of the Academic Vice President. The current practice is viewed by most as working fairly well.

I hope you find this information on Southeastern's policies and practices useful. If there's any other information you need (on these topics or others) just let us know. I will be serving as the Chair of the Faculty Senate through the end of July; Dr. Steven Emge



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will take over as Chair on August 1st. We can be reached either individually or via the Faculty Senate e-mail account (faculty senate@se.edu).

580-745-2308
FAX 580-745-7458
www.se.edu

Christopher Moretti

Dr. Christopher Moretti
cmoretti@se.edu