

MEMORANDUM

To: College Business Managers

From: Gary E. Leitnaker
Assistant Vice President

Contact: HR Payroll & Employee Data Liaison (2-6277)

Date: June 16, 2005

Subject: Summer compensation for 9-month appointments – Reminder

This is to serve as a reminder that compensation for 9-month summer appointments should be paid at the new pay rate for FY 2006, as referred to in a memo from then Provost James Coffman dated April 28, 1999, and as stated in the University Handbook, Section C23.1 (third paragraph):

“Faculty on summer appointments will be compensated at their current rate of pay through the end of the fiscal year. ***At the beginning of the fiscal year faculty will be compensated at their new rate of pay.*** Compensation also applies to faculty supported on grant funds during the summer. Employment in the summer session earns for the faculty member all the fringe benefits that accrue monthly for regular 9-month appointments, except that sabbatical leave benefits do not take into account previous summer school employment. For 12-month faculty members, the summer session is considered a normal part of their duties.”

Questions may be directed to your HR Payroll & Employee Data liaison at (785) 532-6277.

Thank you.

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Cc: Provost M. Duane Nellis
Bruce Shubert