

THE COLLEGE AT BROCKPORT
2011-2012 Guidelines for
Hiring Associate Faculty
and
Extra Service Payments to Regular Faculty

DEFINITIONS:

Regular faculty: Full time tenured or tenure-track faculty appointed to one of the following titles: Instructor, Assistant Professor, Associate Professor, Professor, or Distinguished Professor.

Associate Faculty:

- (a) **Full time** non-tenure-track faculty appointed to one of the following titles: Lecturer, Visiting Assistant Professor, Visiting Associate Professor, Visiting Professor, Clinical Assistant Professor, Clinical Associate Professor, Clinical Professor.
- (b) **Part time** (paid) or Volunteer (unpaid) faculty appointed as Associate Faculty
- (c) SUNY Brockport Emeriti

Salary ranges for Full Time Associate Faculty

Full time Associate Faculty appointments will be used only when a full time tenure track (Regular) faculty position is unavailable or does not meet the needs of the department or College.

Academic year salaries will be calculated at a rate of up to 85% or equivalent rank* of full-time tenure track salaries - a 12 credit hour teaching load per semester will be assumed.

*must be at least the minimum of the salary range.

Any variation from these salary ranges must be approved by the Provost and Vice President for Academic Affairs.

Salaries for Part Time Associate Faculty

The following Associate Faculty salaries are for instructional assignments:

- \$800 per credit hour for those with Masters degree
- \$800 per credit hour for those with doctorate or other terminal degree (e.g., MFA or JD)
- \$800 per credit hour for Summer and Winter session courses
- \$1,000 per credit hour for SUNY Brockport emeritus professors (includes Fall or Spring semesters and Winter or Summer Session courses).

***Maximum course load for part time Associate Faculty is three courses per semester.**

Other salaries

- \$500 per student for student teacher supervision for whole semester (\$250 per student for one quarter)
- \$800 per contact hour for laboratory instruction
- \$1,000 per credit hour for full time Regular faculty who teach Summer and Winter session courses.

Extra Service Compensation for Full time Regular and Full Time Associate Faculty:

All requests for extra compensation above base salary must be approved by the Provost through the use of an Extra Service Form.

- \$800 per credit hour for full time SUNY Brockport faculty to teach an extra course beyond a full time teaching load (must be approved by the department chair, dean and provost).
- \$200 per week when a full time faculty member fills in for another faculty member on an emergency basis when the obligation exceeds 2 weeks.

All approvals for extra service, also-receives or temporary service must have the account number to be charged.

Exceptions to any of the above guidelines must be approved in writing by the dean and provost.