



Eastern Kentucky University

Policy and Regulation Library

Academic Regulation: 4.8.3ACR

Responsible Office(s): Office of the Provost

Effective: August 31, 2018

Next Review Date: Spring 2030

Academic Regulation: 4.8.3ACR

Assignment of Summer Teaching

Statement

Every department and academic unit at Eastern Kentucky University has the responsibility of scheduling summer classes to facilitate student success and program completion. Further, factors such as student demand, fiscal considerations, availability of qualified faculty, and program needs—among others--should be used to determine the summer schedule and teaching assignments. Department Chairs/Unit Heads are responsible for determining the summer schedule and for all summer teaching assignments and Deans are responsible for approving such decisions. The Department Chair/Unit Head shall provide a justification for the offering and assignment of summer courses if requested by the Dean.

The university's full-time and adjunct faculty members are eligible to teach summer session courses. A fulltime faculty member holding an academic year appointment is neither obligated nor entitled to teach in a summer session. The original placement of a class on the summer schedule is not a guarantee the class will be offered. Summer courses may be cancelled due to consideration such as those listed above. Summer teaching assignments must be in compliance with Policy 4.7.3, Faculty Workload.

The University does not permit the use of guaranteed summer term teaching as a recruiting inducement.

Entities Affected

- Colleges
- Departments
- Faculty

Responsibilities

- Department Chair / Unit Head

- Assigning faculty to summer courses
- If requested, providing a justification of summer teaching assignments
- Program Coordinator or Other Scheduling Designee
 - When appropriate, a program coordinator or other scheduling designee is responsible for working with the Department Chair/Unit Head to assign faculty to summer courses and, if needed, a justification for summer teaching assignments.

Regulation Adoption Review and Approval
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Regulation Revised

DATE

February 28, 2025
 October 18, 2024
 August 31, 2018
 May 2, 2018
 February 5, 2018
 July 30, 1987

ENTITY

Provost
 University Counsel
 President
 Provost Council
 Faculty Senate
 Board of Regents

ACTION

Reviewed & Readopted
 Editorial Revision
 Adopted
 Approved
 Approved
 Adopted *

Regulation Issued

DATE

January 1975

ENTITY

Council on Academic
 Affairs

ACTION

Approved