

POLICIES, PRACTICES, PROCEDURES, AND COMPENSATION
FOR SUMMER SCHOOL CLASSES CONDUCTED
BY DAKOTA STATE UNIVERSITY

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8 I. Assignments will be made according to Article 12.30 of the Board of Regents COHE
9 Agreement.
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11 A. Final Summer School Schedule will be published no later than March 2 of each year.
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13 B. The faculty employment contract for all Summer School sessions will be issued no
14 later than 60 days prior to the start of 1st Summer Session. Signed contracts
15 accepting Summer Session employment must be returned to the President's Office
16 within 15 calendar days after date of issue.
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18 C. This negotiated settlement will also apply to interim classes.
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20 D. An official pre-registration for all Summer Session classes must be completed by
21 March 23 of each year.
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- 23 II. Course offerings and class schedules for each college/school will be determined by the
24 Academic Vice President & Provost and the Dean in consultation with faculty unit members from
25 that discipline.
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27 A. The faculty unit member teaching the course during the regular academic year will
28 be given first opportunity to accept the teaching assignment for the Summer
29 Sessions.
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31 B. If two (2) or more faculty unit members teach the course during the regular academic
32 year, the faculty unit member with the longest time WITHOUT teaching a Summer
33 Session course will be given first opportunity to accept the teaching assignment.
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35 C. In the interest of quality education, a faculty unit member may teach no more than
36 four (4) credit hours during one four-week Summer Session or equivalent.
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38 D. In the interest of quality education, faculty unit members will not be considered to
39 teach a Summer Session course if they are not qualified to teach the same course on
40 campus during the regular academic year.
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42 E. In the interest of quality education, a faculty unit member will not be considered to
43 teach a Summer Session course if evidence exists in his personnel file that indicates
44 the faculty unit member has not related well to students in prior summer sessions.
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48 IV. Time spent in instruction in Summer School will follow the same standards as during the
49 regular academic year.
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51 V. Minimum Class Sizes
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53 A. Minimum enrollment is defined as 10 students.
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55 B. If in the event the DSU administration decides to hold a class with enrollment less
56 than the minimum, the minimum faculty compensation rate shall be paid. These
57 classes can only be held if the course is needed for one or more students to complete
58 graduation requirements for the current academic year.
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60 C. If, on the first day of class, the minimum student enrollment is not reached, the
61 employment contract is void unless Section V-B of this negotiated agreement
62 applies.
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64 VI. Independent Studies and Internships
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66 Faculty unit members signing a Summer School contract under the provisions of this
67 agreement will not be compensated for independent studies, internships, directed practices or
68 directed studies.
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70 VII. Compensation
71 Refer to COHE Agreement.