

## APPLICATION FOR SENATE COMPENSATION FOR SERVICE

### *SUMMER COMPENSATION*

On March 7, 1995, the Legislative Assembly added one duty to the responsibilities of the Executive Board. Bylaw 60 (B) (3) states that the Executive Board:

- (3) with due attention to equity among and uniformity within committees, determines compensation and released time including any summer ninths, for Senate service out of a pool of resources negotiated annually between the Chair and the Chancellor or the Chancellor's designated representative. [En 7 Mar 95]

The Chancellor and the Senate agreed to develop a "negotiated fund" for Senate compensation in the form of summer salary, departmental reimbursements for teaching releases, and other forms of compensation for demanding Senate service. This negotiated fund would be discussed each year during the Senate's budget hearing. The purpose of this form is to determine who is eligible for summer compensation and explain how the Board will process and decide about annual requests.

#### I. Eligibility

The term of Senate leaders begins September 1 and ends August 31. Summer compensation will be awarded on the basis of expected summer work for the Senate. Senate members holding 11-month appointments are *not* eligible to receive summer compensation themselves. The compensation is transferred to the department. No member can receive more than 3 months summer compensation from all sources combined (e.g. grants, Senate, and summer teaching).

(Note: 1/9 for a 9-month appointee translates to one month for 11-month appointee.)

#### 1. The following are eligible without petitioning the Executive Board

- a) Academic Senate Chair – 2/9
- b) Academic Senate Vice Chair – 1/9 maximum
- c) Chair of the Council on Academic Personnel – 2/9
- d) Vice Chair of the Council of Academic Personnel – 2/9
- e) Members of the Council on Academic Personnel – 1/9

#### 2. Others are eligible by petition to the Executive Board (summer ninths are granted if exceptional Senate service must be offered during the summer)

- a) Academic Senate Past Chair – 1/9 maximum
- b) Chair, Graduate Council – 1/9 maximum
- c) Chair, Undergraduate Council – 1/9 maximum
- d) Chair, Charges – 1/9 maximum
- e) Chair, P&T – 1/9 maximum

- f) A hearing panel (of 4 members each) for Charges and P&T – 1/18 each member (maximum)
- g) Others as required by special assignments – 1/18 maximum (A total of 3/18 available to the Senate each year.)

## II. Application and Funding Process

1. Each Senate member eligible for compensation under I.2 above will complete this application and submit it to the Chair of the Senate by the end of Spring Quarter.
2. The Executive Board shall make recommendations to the Senate Chair.
3. The Senate Chair will be responsible for negotiating with the Vice Chancellor for Academic Personnel to insure summer compensation for each Senate member whose position was approved.

## III. Declaration of Compensation

According to Bylaw 45 (L) – Conflict of Interest:

- (1) Every member who receives a stipend, released time, or any other form of remuneration in connection with Senate service shall at the earliest opportunity disclose that fact to the Executive Board, which may require further relevant information; and the Executive Board shall, at least annually, report fully to the Legislative Assembly, by name, the details of each such case, including compensation granted under the provisions of 60.B.3. [En 7 Mar 95]

The Annual Report of the Board, to be reported at the first Legislative Assembly of the fall quarter, shall have a full accounting of compensation for Senate Service.

Senate members receiving compensation, in any form, will be required to file a Declaration of Compensation (**Form 3**) by the end of Spring Quarter each year (or earlier if possible). In addition, all those receiving compensation under I.2 above, must provide the Senate Chair with a written report of the summer's work by the end of Fall Quarter.

**Form 1 – SUMMER COMPENSATION**

*Please attach a separate page and list the major projects you expect to complete and the number of hours you will require to complete each one. (Note that according to Academic Personnel Office guidelines, faculty who expect summer compensation should plan to work more than 19-20 days.) You must also explain why the projects must be done in the summer and could not have been done during the academic year.*

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Senate Committee: \_\_\_\_\_

Committee Position: \_\_\_\_\_

Academic Year: \_\_\_\_\_

I am requesting:

\_\_\_\_\_ Summer Compensation to me

\_\_\_\_\_ 1/18

\_\_\_\_\_ 1/9

\_\_\_\_\_ Summer Compensation to my department

\_\_\_\_\_ ½ month

\_\_\_\_\_ 1 month

Please indicate the name and phone number of your Departmental Chair:

\_\_\_\_\_ Chair's name

\_\_\_\_\_ Office phone

\_\_\_\_\_  
Your signature and the date

Action of the Executive Board:

\_\_\_ Summer compensation approved in the amount of \_\_\_\_\_ (1/18, 1/9, ½ mo., 1mo.)

\_\_\_ Summer compensation disapproved

Comments:

Signature of the Senate Chair \_\_\_\_\_ Date \_\_\_\_\_