to engage in research on their own initiative and to seek outside support of their endeavors. In addition, a research project fund is budgeted to provide partial support for faculty research. The co-chair of the Committee on Research, the Director of Institutional Research, should be contacted for information on proposal format and deadline dates.

ASSIGNMENT OF SUMMER TEACHING

Faculty shall be assigned to teach in the summer session in accordance with the following order of priority:

A. Faculty under contract to teach in the summer session.

B. Faculty on nine-month appointment whose teaching specialization is needed.

C. Faculty on nine-month appointment who have the appropriate terminal degree or faculty with tenure who have advanced study related to their teaching field in lieu of the appropriate terminal degree.

When the number of faculty who wish to teach in the summer exceeds the number of positions available, a rotation system shall be established. This system shall be based upon Items B and C above. If possible, courses shall also be rotated so that the same specialized courses shall not be offered every summer although some specialized courses may have to be offered each summer because of student need.

In following these guidelines, the chair of the department has the option of assigning summer teaching to faculty who excel in teaching and who are making significant contributions to the department. In making exceptions to the rotation system to reward merit, the chair must be able to substantiate the action.

Faculty who have not completed appropriate terminal degree requirements and who do not have tenure shall be employed to teach in the summer only if no other faculty are available or if they have special qualifications which are needed.

The chair of the department shall maintain a roster which shall show the dates of summer teaching by each faculty member. Where necessary, justification for faculty selected shall be included. The chair shall provide the dean of the college with a copy of the roster at the time the summer schedule is submitted.

Based upon agreement within a department and with the dean of the college, faculty may be employed for the summer term on a halftime basis. Any modifications of these guidelines must have the approval of the dean of the college, the Vice-President for Academic Affairs and Research, and the President of the University.