

## Faculty Compensation and Funding for Academic Program Review work

Pay for APR work—CD funding, PT funding, overload, etc.—should all come out of a division’s PT budget and is coordinated and processed by the division administrator; deans should plan for the amounts approved through the IST process for APR and note funding amounts in the biannual program/department plans. In the rare instance where the department’s PT budget is exhausted, deans can ask for a budget adjustment.

Type	Process/Required	Pay	Who creates PAF	FOAP	Compensation for
<b>A. Reassignment Time<sup>1</sup> for PRC Leads</b>	Faculty complete Course Reassignment Form Full-Time and submit to Department dean	Reassignment for PRC leads: one 3-4* credit course, taken during the academic year or summer term. The reassignment will be for the lowest TLC for a typically assigned course workload.	Dept. Admin.	Dept. FOAP	Y1 Self-Study
<b>B. Stipend Pay (for PRC Lead, Contracted) (in lieu of reassignment)</b>	Dept. submits PAF for stipend pay	Compensation will be equivalent to 4-credit lecture class assignment, with a workload consistent with the CBA and calculated according to the overload rate: 85% of contracted faculty salary for 1.0 FTE or 100% for less than 1.0 FTE.  **The standard calculation for the stipend payment for FT faculty is the following: <ul style="list-style-type: none"> <li>• 4 credits/45 credits (FT annual workload) = .089 x .85 (overload pro-ration) = .076 x annual salary of faculty member = Stipend payment for APR for the term.” – <i>Aneita Grogan, Payroll Manager</i></li> </ul>	Dept. Admin.	Dept. FOAP	

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<p><b>C. Stipend Payment</b> (for PRC Lead, PT if no FT Lead available)</p>	<p>Dean and APROC Chair confirmation via email</p>	<p>Stipend pay will be equivalent to course release and calculated according to the part-time salary schedule</p>	<p>Dept. Admin.</p>	<p>Dept. FOAP</p>	<p>Y1 Self-Study</p>
<p><b>D. Hourly Pay</b></p>	<p>Dept. Submits PAF for each PT faculty when work is completed. Not to exceed 15 hrs total for all PT faculty</p>	<p>Hourly rate based on part-time salary schedule</p>	<p>Dept. admin</p>	<p>Dept. FOAP</p>	

<sup>1</sup> If the cost of reassignment time exhausts the Division/Program's PT budget, the Division or Program should submit a Part Time Budget Adjustment form, located [here](#).

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<p><b>E.</b> Curriculum Development Reimbursement or other work related to APR (PT faculty)</p>	<p>Curriculum development projects and other work that emerges from program recommendations must be approved by area deans as well as requisite committees and/or administrations (e.g., for Curriculum development projects approval through the Curriculum Committee following endorsement by the appropriate AVP):</p> <ol style="list-style-type: none"> <li>1. <a href="#">Budget Adjustment Request Form</a></li> <li>2. Please follow curriculum development and approval processes-check with your administrative coordinator</li> </ol> <p>(APR Admin. will check APR Implementation plan report)</p>	<p><a href="#">CD rate</a> for curriculum development; rate of pay for other work (e.g., coordination of meetings, etc.)</p>	<p>Dept. admin does PAF. Be sure to include APR - Course # on PAF</p>	<p>Dept. FOAP</p>	<p>Y2 Implementation</p>
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<p><b>G.</b> APROC Chair Reassignment<sup>2</sup></p>	<p>Faculty Complete Course Reassignment Form Full-Time Faculty and submit to Department dean</p>	<p>Faculty rate of pay</p>	<p>APR Admin</p>	<p>APR FOAP</p>	<p>All-Phase</p>