



Additional Compensation Elements

The following definitions describe additional compensation pay elements available to employees. Please see the [Additional Compensation Policy 41.002](#) for more details.

Academic Term Pay - Short-term (less than 9 months) teaching appointment for a part-time or temporary individual to teach a class or classes. Individuals may have multiple part time teaching appointments from different campuses or departments. Payment should be paid by the semester.

Additional Salary Faculty - Payment to faculty who perform an administrative function for ongoing work that follows their academic year pay for duties beyond teaching, typically 9-month term. Both full-time and part-time faculty are eligible for this type of additional compensation.

Additional Pay Short Duration Faculty - Payment to faculty who perform an administrative function for ongoing work for a period, less than a full academic year. Both full-time and part-time faculty are eligible for this type of additional compensation.

Fiscal Increment – Payment to Chairs, Deans or Directors made on a fiscal year basis. This type of additional compensation is only eligible to full-time faculty or Deans, and is raise pool eligible.

Instructional Overload - Additional duties of an academic nature to be performed by a full time University employee. Employee can be Classified, Administrative, or Faculty. Any additional duties performed by a full time faculty member on an academic appointment during the academic year are overload appointments. Summer duties would not be considered overload for an academic faculty member. Any additional duties performed by employees on a fiscal year appointment would be considered overload. All overloads are paid out as part of the normal pay cycle for the individual over the period of time in which the assignment will be completed. Total of all combined overloads cannot exceed 25% of base salary within a fiscal year without Provost Office approval. Can include payment for course development, grading and advising/mentoring if advisor is a faculty member.

Non-Instructional Overload Faculty - Payments made to faculty who perform administrative functions. Total of all combined overloads cannot exceed 25% of base salary within a fiscal year without Provost Office approval. Examples of activities could include professional/consulting services outside of the scope of the primary position; attending a conference, program or event for professional development, program review. Only full-time faculty are eligible for this type of additional compensation.

Part-Time Contract Pay - Short-term (less than 9 months) administrative (non-teaching) appointment for an individual to perform administrative duties. Typically used for Group III faculty and administrative, student RAs or graduate students.

Summer Research - Amount paid for faculty members conducting research in the summer.



Summer Term Pay - Amount paid to a faculty member for teaching summer courses for a department. Only available to faculty with a 9 month primary appointment.

Employee Recognition Award – May be used as incentives or as recognition of an employee's one-time, exceptional achievement. Rewards and recognition are used to improve performance, motivate employees, build confidence and increase employee retention. May not exceed \$3000 per fiscal year without prior approval. See [Policy 40.011](#) for more details.

Contract Pay – Payment for Program employees only.

Early Retiree Pay - Amount paid to an early-retired faculty member for their normal term of teaching per their retirement agreement.

Additional Salary Administrative– Payment for additional duties/assignments that are administrative in nature but not included in the general job description. Payment for additional salary will follow their regular scheduled pay as defined by the employee's appointment duration, must be non-teaching related and approved in advance by Compensation.

Additional Pay Short Duration Administrative - Payment for additional duties/assignments that are administrative in nature but not included in the general job description for a period less than the full fiscal year, must be non-teaching related and approved in advance by Compensation.