

Payment for Online Course Development (ILTI)

General: Payment should be issued as closely as possible to the time period in which the work is done.

Senate faculty:

Work done in the summer is paid as a 1/9th payment, prorated to the appropriate dollars. Use the 1/9th job code for the faculty member's title. Earn code of ADC. This compensation counts towards the 3/9ths limit for summer.

Work done during the academic year will be considered part of the faculty member's regular responsibilities. Course buy-out is allowable if funds have been budgeted for this purpose.

Lecturer:

Work done in the summer is paid as a 1/9th payment, prorated to the appropriate dollars. Use the 1/9th job code for the Lecturer's title. Earn code of ADC. This compensation counts towards the 3/9ths limit for summer.

Work done during the academic year is paid under the existing Lecturer appointment, with appropriate work-load equivalency for online course development assigned. The appointment is through the home department but funded by ILTI funds.

Other appointees:

If an appointee to a fiscal-year academic title (i.e. Academic Coordinator, Researcher) will be doing course development during any period, they are to be appointed as a Lecturer and paid according to work-load as described above. The underlying appointment must be reduced to accommodate the Lecturer payment.

Work done during the summer by an employee paid on a 9/12 basis (i.e. Academic Coordinator, academic-year basis) may be paid as a 1/9th payment, prorated to the appropriate dollars. Use the 1/9th job code for a Lecturer. Earn code of ADC. This compensation counts towards the 3/9ths limit for summer.