

Managing Summer Academic Appointments

Spring to Summer Transition Scenarios			
Appt Type	Benefits Level	Scenario	Action
Regular-rank or Unit 18 Continuing Appt	A, BELI 1	Faculty REG appt ongoing 9/12 and SUMS appt	No action needed by home dept or SUMS: REG appointment is continuous; SUMS appt has no benefits impact regardless of SUMS start date
Visiting Faculty, Unit 18 Pre-6 lecturer	A, BELI 1, 2 or 3	Faculty REG appt ends 6/30 and OVERLAPS summer appointment	Home dept does not separate, SUMS changes BELI to 4 before 7/1 "Pay Compute" date as there is an overlap in employment dates
	A, BELI 4		Home department does not separate as there is an overlap in employment dates
Visiting Faculty and Unit 18 Pre-6 lecturer	A, BELI 1, 2 or 3.	Faculty REG appt ends 6/30, GAP of 4 weeks or less of inactivity until start of SUMS appt	Home dept does not separate; SUMS changes BELI to 4 before 7/1 "Pay Compute" date.
	A, BELI 4		No action needed by home dept
Visiting Faculty and Unit 18 Pre-6 lecturer	A, BELI 1, 2, 3, or 4	Faculty REG appt ends 6/30, GAP greater than 4 weeks of inactivity until start of SUMS appt; is considered a " short work break " if dept plans to reappoint as 9/12 or 9/9 in fall.	SUMS enters BELI 5 before 7/1 pay compute date; SUMS changes BELI to 4 effective start of SUMS appt; notifies employee of PIE. Home dept to reassess BELI at time of reappointment.
ASE	B, BELI 5	ASE REG appt ends 6/30, OVERLAPS summer appointment	No action needed by home dept
ASE	B, BELI 5	ASE REG appt ends 6/30; GAP between end of spring appt and SUMS appt; gap considered a " short work break "	No need for the home department to separate between Spring and Summer appointments because no benefits cost is incurred by dept
ASE	B, BELI 5	ASE Spring REG appt ends 6/30; ASE has SUMS and GSR appts, collectively at 100% employment for 3 months.	Last department to enter appointment must make benefits assessment and enter appropriate BELI (e.g., 100% employment for 3 months = BELI 4)
Summer Start Scenarios			
Newly recruited or Visiting Academic appointee	A, 1, 2, 3 (for REG appointment)	Faculty REG 9/12 appointment with a 7/1 start day and a summer appointment	If summer appointment starts before July 1 , then SUMS enters new hire bundle first with a BELI of 5; home department enters REG appointment and changes BELI to appropriate level
			If summer appointment starts after July 1 , then home department enters new hire bundle first with appropriate Group A BELI
Recall Faculty	B, BELI 5	Summer-only teaching appointment	If without underlying WOS emeritus appointment, SUMS to separate after final payout.
	A, BELI 5		If with underlying WOS emeritus appointment, SUMS doesn't separate.
Visiting Faculty or Lecturer	B, BELI 4 or 5	Summer-only teaching appointment--no previous employment (SUMS flat-rate pay)	SUMS to separate after end of appointment if no other appointment seen in PPS.
Visiting Faculty or Lecturer	A, BELI 1, 2, 3, or 4	Summer-only teaching appointment--previous employment with break in service of less than 26 weeks	SUMS appointment entered with a Group B, BELI 4; notifies employee of PIE; separates at end of appointment if no other appointment seen in PPS.
Summer to Fall Transition Scenario			
9/9 Faculty Unit 18 Pre-6 lecturer	B, BELI 4 or 5	Faculty has initial summer teaching appointment and home department intends to hire on 9/9 basis; gap between end of summer appointment and 10/1 start is " short work break. "	SUMS does not need to separate but changes BELI to 5 (if needed). Home department enters REG appointment with appropriate Group A BELI level.
For questions regarding above scenarios or situations not represented here, please contact Denise Belanger (d.belanger@summer.ucsb.edu) or Jennifer Blakemore (j.blakemore@summer.ucsb.edu).			