

Illinois Eastern Community Colleges

ADMINISTRATIVE GUIDELINES

Full-time Bargaining Unit Faculty Instruction

1. Class Size

- A. Decisions to conduct or cancel low enrolled classes shall be made by the President or his/her designee. Factors such as cost and whether the course is required or sequential will be taken into consideration. Low-enrolled classes will not be prorated for full-time instructors.

2. Teaching Load

A. Internships and Independent Study

$$.1 \times \# \text{ students} \times \text{credit hrs} = \text{load}$$

B. Individualized Applied Music

Individual Applied Music Rate X # of students X Credit Hours=Load

C. Nursing Program Core Courses

$$\text{lecture hrs} + \text{lab hrs} = \text{load}$$

D. All Other Courses

$$\text{lecture hrs} + \text{lab hrs} = \text{load}$$

3. Overload Pay

- A. Full-time faculty who teach more than fifteen (15) equated semester hours during an academic semester shall be paid an overload pay rate of :

<u>Overload Rate for Faculty</u>	<u>Effective Date</u>
\$650 per equated semester hour	Fall 2023 – Spring 2024
\$725 per equated semester hour	Fall 2024 – Spring 2025
\$800 per equated semester hour	Fall 2025 – Spring 2026

The Overload pay rate formula is Load hours (over 15) X Overload Rate = Overload Pay

B. Internships and Independent Study (Fall and Spring Semesters)

<u>Rate</u>	<u>Effective Date</u>
\$48.00 per student, per credit hour	Fall 2016
\$49.00 per student, per credit hour	Spring 2018

C. Individualized Applied Music

<u>Rate Per Student Per Credit Hour</u>	<u>Effective Date</u>
\$180	Fall 2023

\$190
\$200

Fall 2024
Fall 2025

D. Concealed Carry Course

\$100.00 per student, per credit hour

E. Adult Education Courses

\$25.00 per hour

Faculty who teach Adult Education courses will report their hours for instruction, preparation and grading time on an electronic timesheet. Time worked will be paid at \$25.00 per hour. Faculty can report preparation and grading time per the schedule below based on hours of instructional time taught per week.

<u>Instructional time</u> <u>per week</u>	<u>Prep/Grading</u> <u>per week</u>
2 hours	1 hour
4 hours	1.5 hours
6 hours	2 hours
8 hours	2 hours

4. Summer School

- A. Full-time faculty members who teach in the summer shall be paid a summer school rate of:

<u>Rate</u>	<u>Effective Date</u>
\$800 per equated semester hour	Summer 2024
\$850 per equated semester hour	Summer 2025
\$900 per equated semester hour	Summer 2026

The Summer School pay rate formula is Load Hours X
Summer School Pay Rate = Summer School Pay

- B. Internships and Independent Study

<u>Rate</u>	<u>Effective Date</u>
\$55.00 per student, per credit hour	Summer 2017
\$56.00 per student, per credit hour	Summer 2018

5. Non-credit classes

- A. The payment for non-credit instruction may be based on a contractual payment which is established according to professional fees (e.g., lawyers, architects) or it may be determined by using a percentage of fee income from the non-credit class. Payment for a non-credit class or seminar generally should not exceed the income from the seminar unless

there is a positive balance in the enterprise account which supports the non-credit program.

There is no relationship between payment for non-credit classes and credit classes. Regular college credit classes are paid at the rates established by the Board of Trustees. Non-credit classes are paid based upon market demand and profitability.

6. Internet Courses

- A. Internet Course Compensation – To the extent the Board elects to assign a faculty member to develop and teach an Internet Course, then a one-time stipend of Six Hundred Seventy Five Dollars (\$675) per load hour, in addition to the faculty member's regular salary, will be paid to such faculty member at the time that the course is fully developed – deemed such by mutual agreement of the faculty and the Board designee. Advance approval is required.

7. Proficiency Testing

- A. Full-time faculty members who administer proficiency tests shall be paid a rate of \$50 per student.

8. Adjunct Faculty Evaluations

- A. Full-time faculty members who conduct evaluations of adjunct faculty members shall be paid a rate of \$50 per evaluation conducted.

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