Request for Approval for Summer Per Diem Compensation (CBA Article 19.6.c)

MUST BE SUBMITTED AND APPROVED PRIOR TO THE EVENT FOR WHICH COMPENSATION IS SOUGHT

Department _______________________________________________________

Name(s) of Faculty who will be involved in the activity/function:

Activity/Function for which approval to compensate is being sought:

☐ Check here to confirm that the faculty member's participation is voluntary.

Please indicate which of the following apply in this case and, below, a brief explanation why it applies:

☐ The activity/function cannot be addressed with a workload revision for current or subsequent year.

☐ The activity/function is a defensible need at the unit level that must occur in the summer.

☐ The activity/function is a distinct, time-limited effort, distinguished from other activities/functions as defined in Article 19.

Explanation of above (may continue on separate page):

Time required for the activity/function: ___________________________ days

Date(s) when work will be completed: ___________________________

Proposed compensation per faculty member: ___________________________

(Per diem rate for summer 2018: $250 per day or $150 for three consecutive hours or less)

Approval:

Chair _____________________________________________ Date: ________________

Dean ______________________________________________ Date: ________________

Provost ____________________________________________ Date: ________________

For Summer 2018