

GUIDELINES FOR OFF-CAMPUS TEACHING COMPENSATION

Policy 6.6A

Approved by University Council May 8, 1997

Revised and approved by University Council April 2010

(1.0) Purpose and Scope

The purpose of this policy is to describe guidelines for compensation for full-time faculty teaching off-campus.

(2.0) Definitions

Off-campus Course - an off-campus course is one taught in a location not on the UHCL campus and where the Instructor does not have a personal assigned office.

(3.0) Policy Statement

The faculty and administration of the University of Houston-Clear Lake adhere to the following guidelines to ensure delivery of the highest quality instruction.

Off-Campus Instruction Stipend - the semester stipend for off-campus instruction is applicable to off campus courses taught in a given semester and is based on the distance of the instructional site from the location of the person's assigned office. The stipend is based on the number of trips per semester and the trip rate will be revised each fiscal year to reflect the change in the IRS employment travel rate.