



## SUMMER SESSION/SERVICE PAYMENTS POLICY

[UW System policies](#) state that compensation received in the summer period may not, in aggregate, exceed 2/9ths of the academic year salary of the person appointed unless an explicit exception is granted by the Chancellor or designee, regardless of source of funds. At UWGB, this requires that any unclassified employee on an academic year appointment must obtain prior approval from the Division Head for payments, in aggregate, of 2/9ths or less during a given summer period and from the Area Leader (or designee) for summer payments, in aggregate, resulting in compensation in excess of 2/9ths of academic year salary. The following conditions apply for summer payments in excess of 2/9ths:

- a. Faculty and academic staff are eligible to receive a maximum of 3/9ths summer salary in any given summer.
- b. The combination of all summer session/service and overload payments in any one summer may not exceed 3/9ths of the employee's academic year salary.
- c. Unclassified employees receiving 3/9ths summer service payments commit 100% of their time during the entire three month period. This precludes the possibility of summer vacation time.
- d. Requests for summer session/service payments for work done during the academic year are not allowed.
- e. In determining whether a payment qualifies as a summer session/service payment, the controlling factor is the period the wage is earned (i.e., when the work is performed) and not when the wage is paid.