

IMPACT OF LECTURER APPOINTMENT MODIFICATIONS ON THE BASIS/PAID OVER

Some Lecturers are initially hired for only two quarters per year. If your department (or another) decides to appoint the Lecturer for a third quarter in the year, the basis/paid over for the appointment may change. Generally, Lecturers hired one or two quarters in a year are paid on a 09/09 basis/paid over and Lecturers appointed all three quarters in a year are paid on a 09/12 basis/paid over.

If a Lecturer is initially hired for only two quarters and a request is approved to add a third quarter of teaching in the same year, the basis/paid over may be changed for him/her providing the request is approved/accepted BEFORE the employee has been paid on the 09/09 basis (generally by the third week in October). NOTE: This may change the employee's benefits eligibility.

If you think this situation may arise in your department, please call the Academic Personnel Office BEFORE informing the employee of the change so we may verify the appropriateness of such an action prior to PPS implementation.