

February 6, 2020

To: Mark Canada, Vice Chancellor for Academic Affairs

From: Faculty Affairs  
Stephanie Medley-Rath, Assistant Professor of Sociology  
Chair of Faculty Affairs  
Vice President of Faculty Senate

Ghadah Alshuwaiyer, Assistant Professor of Health Sciences

Kevin Clark, Associate Professor of Psychology

Angela Heckman, Assistant Dean of R.N. to B.S.N. Track/Clinical Professor

Lance Mason, Associate Professor of Education

Mohammad Meybodi, Professor of Operations Management

Lina Rifai, Associate Professor of Vertebrate Biology

**RE: Summer Service for Faculty with 10-Month Appointments**

Faculty Affairs surveyed 10-month faculty regarding service work they have done and been asked to perform during the summer (outside of their 10-month appointment). The purpose of the survey was to measure the scope of the service being done at IU Kokomo, along with addressing issues of concern for faculty regarding their service and ability to say no to service.

Regarding summer service for faculty with 10-month appointments, Faculty Affairs is reiterating the following:

1. Administrators should avoid asking faculty with 10-month appointments to perform service between June 1 and July 31.
2. If the unit deems service between June 1 and July 31 is unavoidable, faculty with 10-month appointments may be asked to provide such service, but they have the right to say no to such service without retribution, including but not limited to not having it negatively affect their annual review, merit pay, or promotion and tenure cases.
3. If the unit deems service between June 1 and July 31 is unavoidable, faculty with 10-month appointments must be offered an appropriate stipend for such service.
4. Even when an appropriate stipend is offered, 10-month faculty still have the right to say no to service which occurs between June 1 and July 31.
5. Faculty with 10-month appointments who feel compelled (with or without a stipend) to do service work between June 1 and July 31 are within their rights to file a grievance.
6. Faculty with 10-month appointments who say no to service between June 1 and July 1, who feel they have been negatively evaluated as a result are within their rights to file a grievance.