



TO: Deans and Department Heads

FROM: Dr. Robert T. Smith *R.T. Smith*
Provost and Vice President for Academic Affairs

DATE: January 29, 2019

RE: Summer Revenue Sharing Model

Effective with Summer 2019, we will introduce a new Summer Revenue Sharing Model, reflecting the following characteristics. As long as the university makes our budget projections for summer, we intend to share revenue back to academic departments.

1. Minimum class sizes for Summer 2019 will be reduced to: 15 for undergraduate (upper or lower division) and 10 for graduate. For courses capped by accreditation or other external rigid requirements: Use the lesser of that cap or the standard minimum (10 or 15) to determine when courses will run at full pay.
2. If enrollment is below the minimum threshold two weeks from start, faculty will be offered the choice of canceling the course or teaching at reduced compensation
 - a. 85% of tuition collected, based on number of students registered at decision point or final number registered (whichever is greater)
3. Provided we make the summer budget as a whole, Revenue Sharing will be paid to departments with ratio of revenue to faculty salary expenses of 1.3 or higher
 - a. 0.8% of "profit" if ratio is 1.3 or greater, but less than 1.6
 - b. 1.5% of "profit" if ratio is 1.6 or greater, but less than 1.8
 - c. 2.5% of "profit" if ratio is 1.8 or greater
4. Directed studies, theses, dissertations, internships: include tuition in departmental revenue; include salary (if any) in expenses. If no salary is paid, departments may use the count of these students toward the minimum enrollment **for the same faculty member**.
5. Courses taught by 12-month faculty: will count tuition in departmental revenue and will count a pro-rated amount of faculty salary toward the department's gross salary expenses.
6. For cross-listed courses, the faculty salary will be split across the two courses.
7. Study abroad, EC, Web MBA, GOML courses are exempted from the model.

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8. For new graduate programs: Together with the Provost, Deans will negotiate if lower minimums (for determination of full salary) are appropriate for the first three years of a new program. In any case, will include tuition in departmental revenue and salary in expenses.