

Procedures governing allocation of summer teaching
Revised October 27, 2014

1. All decisions regarding summer teaching depend on departmental scheduling needs. These needs include both the number of classes to be offered as well as the subject matter of the classes.
2. Members of the History Department (statutory tenure and non-tenure track faculty) have priority in the allocation of classes.
3. The department is nevertheless committed to giving all advanced graduate student an opportunity to teach in summer term as a means of gaining experience and developing a teaching portfolio.
4. Summer term compensation for graduate students is determined by the GTFF contract.
5. The department retains the right to cancel any class that does not meet the minimum number of students necessary to cover costs, so long as the exercise of that right does not conflict with the GTFF contract or university rules.
5. All graduate students who have passed their qualifying examinations are eligible to teach a course in summer term. Graduate students may be scheduled to teach summer term prior to passing their qualifying exams but must have passed to teach a scheduled class. Failure to pass will result in the cancellation of the class.
6. If more graduate students wish to teach in summer term than there are classes available to teach, the department will allocate classes according to the following considerations (in declining order of significance):
 - a. Allocations will be determined by a combination of seniority and number of classes previously taught (defined as the academic year in which qualifying exams are passed). Students who have taught more than three summer courses will have lower priority than those who have taught fewer than three unless they have recently graduated (see 7 below).
 - b. Graduate students who taught the previous summer or during the previous academic year will be considered after those who did not teach the previous summer.
 - c. Consideration may be taken of expected absences due to research needs and grants. Those who expect to be gone for several years may be given scheduling priority over those who have reasonable expectation of remaining in Eugene.
7. Recently finished graduate students who have defended a dissertation during the previous academic year will remain in the graduate pool for the summer immediately following the year of their dissertation defense. Ex-graduates will be compensated at the summer adjunct rate.
8. Adjuncts will be considered for summer teaching after current graduate students.