**University of Idaho Contract and SALARY AGREEMENT**

 **TEMPORARY FACULTY FISCAL YEAR 17**

|  |  |  |
| --- | --- | --- |
| Name | Date Created: | x |
| Temporary Non-Tenure Track Faculty |  |  |
| College |  | Department |
| V Number |  |
|  | **FTE:** |  |
| **TERM OF TEMPORARY FACULTY APPOINTMENT:\*\*select only one term** | **# OF CREDITS** |  |
| **Consecutive Appointment Status:** |  | **1st** |  | **2nd**  |  | **3rd**  | **SALARY:** | ***$*** |
|  | **Fall Semester Term –** Aug 14 through Dec 17, 2016 |
|  | **Spring Semester Term –** Jan 8 through May 13, 2017 |
|  | **Or**, enter appropriate term range of dates | from: |  | to: |  |

This Contract and Salary Agreement must be **signed and returned by \_\_\_\_\_\_\_\_\_\_\_\_\_\_,** and is subject to final approval by the Provost and Executive Vice President to make the appointment effective.

This contract confirms the concurrence of the University and the employee regarding compensation to be provided to the employee for services rendered during the period indicated above. This contract and employee’s employment are subject to all policies and procedures of the Idaho State Board of Education and Regents of the University of Idaho, and all policies and procedures of the University of Idaho Faculty-Staff Handbook, the University of Idaho Administrative Procedures Manual, and other University policies, as all may be amended from time-to-time without notice. The employee specifically recognizes and agrees to abide by the terms set forth in Faculty-Staff Handbook Section 5300, Copyrights, Protectable Discoveries, and Other Intellectual Property Rights, and 5400, Employment Agreement concerning Patents and Copyrights. Employee is subject to termination for adequate cause or as a result of a declared financial exigency or program closure, and is subject to non-renewal, all as set forth in the Regents’ policies.

Temporary Faculty appointees with spring and fall semester appointments will fulfill the duties and assignments within the specified semester dates. Academic-year appointees will fulfill duties and assignments in the course of their nine-month (39 weeks) appointments. The majority of personnel with such an appointment will fulfill this assignment during the fall and spring semesters, beginning on August 14, 2016 and ending on May 13, 2017. Fiscal-year appointees are subject to regular assignment throughout the year. Appointment and payroll dates for fiscal year employees are June 19, 2016 through July 1, 2017. Salary for all appointees will be paid in bi-weekly installments on the usual paydays of the University.

Your compensation and appointment responsibilities are established in this contract. Compensation may be based on expected student enrollment or anticipated responsibilities that could fluctuate. If applicable to your appointment and the expected or actual student enrollment or anticipated responsibilities increase or decrease, the University may determine that it is necessary to adjust your appointment responsibilities and/or compensation. Although advance notice will be provided whenever possible, we reserve the right to notify you of a change (increase or decrease) in assignment and/or compensation as late as the seventh day after the start date of a scheduled activity.

This contract and appointment are terminal. No notice of non-renewal will be provided as set forth in the University of Idaho Faculty-Staff Handbook Section 3900. This Contract and Salary Agreement constitutes the entire agreement of the parties with respect to salary for the term of appointment referenced above, and there are no oral or other written agreements relative to the salary, which are specifically listed under "Appointment Responsibilities" below. This contract may be modified only in writing when signed by all parties and, when applicable, approved by the Regents of the University of Idaho.

**APPOINTMENT RESPONSIBILITIES:**

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| *(Must be Completed): The following are provided as examples. Please adjust this section appropriately for your needs removing the samples and instruction. The contract will be returned if this section is not completed properly or there is missing information from the entire contract. This contract is required in order for an EPAF to be approved by the Office of the Provost and Executive Vice President. A CV for the employee should accompany the contract.** The appointment responsibilities under the terms of this contract will be:\_\_
* Specific contingencies associated with this appointment period are: \_\_
* Incorporate terms or agreements affecting the salary of this appointment period if applicable
 |

**ACCEPTED:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Employee signature |  | Date |  | Provost & Executive Vice President signature |  | Date |