

Faculty Undergraduate Advisement Credit Compensation – Spring 2021
Memorandum of Agreement
Between
The Administration and the Union

In order to promote amicable employer-employee relations, the WP Administration and the Union agree to the following faculty compensation for advising undergraduate students only in the **Spring 2021** semester:

1. Faculty advisors will receive .022 credits per advisee. Payment will be determined by comparison of the official advising lists provided by IT from Banner at census and a subsequent report run by IT from Banner at the end of the semester reflecting the most recent advising list and paying the higher of the two. Departments will assign advisees to advisors in Banner after census; however, no advising credits will be entered on the FLM. Payment for advising is by payment voucher determined at the end of the semester based on the final count of advisees per advisor as run in Banner and paid at the overload rate. This data will be linked directly from Banner to Payroll via a payment voucher. Departments will ensure regular updating of advisor assignment lists in Banner to ensure that all majors are assigned to an advisor and that advisor assignment lists are accurate prior to end of the semester for compensation. The Provost's office will submit the payment vouchers to Payroll. Adjunct faculty (paid at the adjunct rate) who serve as advisors may not advise more than 25 students except with permission of the department chair and dean.
2. Compensation for advisement will be provided in one payment after the semester has ended subsequent to Banner confirmation of the final tally of advisees.
3. Any current spring 2021 FLMs that require onload teaching adjustment to accommodate the new advising payment method will be worked out through the chair, dean and associate provost.

For the University

Date

For the Union

Date