

**PAYING ADDITIONAL COMPENSATION FOR ADDITIONAL  
RESEARCH AND EMPLOYMENT DURING THE SUMMER OR OFF-DUTY PERIOD  
(Summer Salary)**

Policies for limits on summer salary and additional compensation for academic employees are covered in policy [APM 600](#), [APM 660](#) and [UCD-660](#), [APM 661](#), [APM 662](#). These policies also outline types of allowable payments and limitations, as well as information on how additional compensation is paid for academic appointees.

**College/School Deans have approval authority for all summer compensation.**

**Paying Additional Compensation for Academic Year Appointees:**

- Academic year professors are free over the summer and may take on additional responsibilities/jobs during that 'off-duty' period.
- Service cannot begin until after the service period for Spring Quarter and must end before the service period begins for the Fall Quarter. June 15 - Sept 18 are 2015 dates. Make sure distributions for academic year (9-mo) faculty receiving summer compensation does not start before June 15 and do not end after Sept. 18. Annual summer dates are found in the [P&P Manual](#) (PPM) under section [Chapter 200](#) (Campus Organization and Management).
- The policy limit on additional compensation during the summer is 3/9ths – (annual salary including off-scale salary divided by 9 times 3). [Annual salary divided by 9 = 1/9<sup>th</sup> rate.] For less than a full month, consult [APM 600 – Appendix 1 and Table 1](#).
- The salary limit includes all compensation for Summer research, Summer Sessions teaching and Summer Abroad payments paid through the university.

**Paying summer research:**

Use the Professional Research Series 1/9 rate title codes for Academic Year faculty. Please use the title code for the series that corresponds to the Professorial rank and appropriate salary scale. (Ex. Academic year - Bus/Engr/Economics scale should use the Bus/Engr/Economics Professional Research title code – 1/9 rate.) The description of service is usually **ACR** but consult the PPS codes web page for the correct DOS code. **DOS codes for Summer Salary payments – See PPS Manual / Payroll/accounting web site.** <http://pps.ucdavis.edu/ppscodes/DOS.cfm> (search for Description - summer)

Reflect a percent of time for the number of days work in the period per [APM 600](#).

Payment should not exceed 100% at the 1/9<sup>th</sup> rate for any given month. **Payments may be spread over the off-duty period and cannot exceed the 3/9<sup>th</sup> compensation limit from all sources.** This includes payments negotiated for a flat dollar amount (also known as by-agreement payments).

In the "comments" section during update, write "Additional summer employment, no conflict in service periods" to avoid confusion and clarify the reason there are two appointments for the same time period if the appointee is regularly being paid on a 9/12 basis.

### **Paying Additional Compensation for Fiscal Year Professors and Specialists in Cooperative Extension:**

Fiscal Year faculty may earn up to one month of additional compensation (at a 1/11 rate for those hired before July 1, 2014. For those hired July 1, 2014 or later, at 1/12 rate per [APM 600-14 c.](#)), **but the appointee must report vacation hours to receive it.** Fiscal year faculty are employed year round and are expected to be on duty unless they are taking vacation (or sick leave). Additional compensation for fiscal year faculty may be earned anytime during the year, provided the faculty member turns in the equivalent vacation hours Payment is limited to one month during the fiscal year (July 1 through June 30).

Use the Professional Research Series fiscal year title codes that correspond to the salary scale the person is paid on.

The description of service is **ACR**, but consult the PPS codes web page listed below for the correct DOS code. **DOS codes for Summer Salary payments – See PPS Manual / Payroll/accounting web site.** <http://pps.ucdavis.edu/ppscodes/DOS.cfm> (search for Description - summer)

Reflect a percent of time for the number of days work in the period.

In the "comments" section during update, write "Additional compensation- (**Insert number of days**) # of vacation days taken to receive this payment". This clarifies the reason there are two appointments for the same time period if the appointee is regularly being paid on an 11/12 basis.

### **Recalled Professors:**

Emeriti Professors who are being recalled to active service in the summer (or during the academic year) are restricted to 43% salary per month, per recall policy. See [APM 205](#) and the Academic Affairs web page on Retirements and Recalls for additional information. <http://academicpersonnel.ucdavis.edu/retirements-and-recalls/>