# MULTIPLE POSITION POLICY SUMMER ASSIGNMENTS REPORTING FORM 

The Board of Trustees' Statement of Policy on Multiple Positions limits a full-time faculty member's assignments during the annual leave period in the summer to a maximum of three-ninths of the faculty member's annual salary. In order to ensure compliance with this limitation, the faculty member must complete this form and submit it to his/her Department Chair before beginning any summer assignments and provide an updated form if any changes occur. Please note that there is an additional restriction that compensation for any single month during the summer may not exceed $1 / 9$ th of the faculty member's annual salary.

1. Summer Teaching Assignments

2. Summer Non-Teaching Assignments
$\qquad$

X
\# Hours

Hourly Rate
$=$

3. Summer Chair Assignment
\&
\# Hours Worked
4. Summer Grant Salary

## 5. Other CUNY Summer Employment

6. Total Summer Compensation from CUNY (Add 1 through 5)

7. Permissible Summer Compensation from CUNY

Annual salary

NOTE: Line 6 must be less than Line 7.

