



MEMORANDUM

February 18, 2026

TO: Marc Swackhamer, Brian Horgan, Bob Crockett, Kate Murphy, Dean Wendt, Damon Fleming

FROM: Simone Aloisio *Simone Aloisio*
AVP, Academic Personnel

COPIES: Al Liddicoat, Jerusha Greenwood, Lisa Kawamura, Jennifer Hiatt, Academic Personnel Staff, College HR Analyst/Partners, Dept. Heads/Chairs

SUBJECT: Summer Term 2026 Faculty Eligibility

As with last summer, the university is planning to offer a stateside Summer Term 2026. Please refer to the [Summer Term Guidelines for Teaching Assignments memo from Provost Liddicoat](#) issued in October 2025 for information on Summer Term 2026 teaching limitations.

Eligibility lists report only faculty who have either ZERO or PARTIAL eligibility (in WTUs) to teach during Summer Term 2026, along with a brief explanation for the ineligibility or partial eligibility.

Academic-year faculty with no other summer assignments who do not appear on the list are eligible for up to a full-time teaching assignment during Summer 2026, within Summer Term 2026 teaching limitations. A continuing faculty member who taught full-time FWS 2024-25 and FWS 2025-26, and taught Summer 2025 (regardless of time-base) will be listed as **not eligible** on the list due to having exceeded the 7 consecutive quarter rule, per Title 5 CCR § 42754. Teaching assignments in Special Session programs held during the period between Spring and Fall quarters (jobcode 2322) are not subject to the Summer Term eligibility process, and will have no impact on ability to teach during Summer Term. The Semester Kickstart Program, off-campus programs, and international programs are all examples of Special Session programs that are run during this period. Non-teaching assignments during a previous Summer Term will likewise not impact Summer Term teaching eligibility. Faculty in 12-month assignments are excluded from the eligibility process since summer is part of their normal teaching pattern.

Eligibility to teach during Summer Term 2026 is determined based on the following parameters:

1. Faculty may not teach more than the equivalent of seven consecutive quarters, regardless of time-base -- rule applies to tenure-track faculty and full-time lecturers.
2. Faculty may teach no more than the equivalent of ten (10) FTE quarters in a triad (12-quarter period) -- rule applies only to tenure-track faculty.

Exceptions to the above limitations may be granted if it is determined that the assignment of the faculty member is essential to the offering of required instruction and no other qualified eligible faculty members are available to teach. As in previous Summer Terms, requests and justifications for exceptions to the triad regulations will be documented directly on the AP101-S form. The signatures of the department chair/head and dean on the AP101-S will indicate their recommendation that such a waiver be granted. Final approval for any appointments involving requests for exceptions will rest with the AVP Academic Personnel.

3. Eligible tenured and probationary faculty will have priority for Summer Term assignments over lecturers for at least 60% (headcount) of Summer Term offers, assuming they are qualified to teach the courses offered. The respective department chair/head will determine tie-breaking procedures when faculty are equally eligible and qualified.

4. One-quarter of Summer Term appointments may consist of probationary faculty hired to begin in Fall Term 2026.
5. Summer Term appointments of tenured and tenure-track faculty members carry the obligation to fulfill normal instructionally related responsibilities including research, scholarship, creative activity, and service to the university, profession and to the community.

Please note that due to the unpredictable nature of Summer Term assignments, faculty may not request an Advance Quarter Off with pay.

Summer Term appointment procedural instructions and FAQs will be distributed and posted in early Spring Quarter 2026.

Please review the accuracy of the eligibility lists with your departments and bring any questions or corrections to the attention of Lindsay Howell (lmhowell@calpoly.edu). Any questions regarding Special Session instruction (including Semester Kickstart) should be directed to the Extended, Professional and Continuing Education office (extended@calpoly.edu).

This information is available at <https://academic-personnel.calpoly.edu/content/summer>.