



April 25, 2022

Jordan Hanson

Dear Jordan:

This letter confirms your appointment to teach an overload at Whittier College:

Position:	Instructor in MATHEMATICS
Duration:	Summer 2022
Salary:	\$4,650 + \$250 per student beyond 7
Class(es):	MATH 080 (Session 2) (3 Teaching credits at \$1550 per credit)

Your compensation will be based on your course enrollment at the conclusion of the Drop/Add period (second day of classes). If at this point fewer than 5 students are enrolled in any class taught by you, the Director of Summer School, you and me, if needed, will decide whether the class is to be held. If the course is offered, the instructor will receive a pro-rated compensation (80% for four students, 60% for three students, 40% for two students, and 20% if they end up with a single student).

The courses in the first summer session must begin on May 31 and end no later than July 1, while those in the second session must begin on July 5 and end on or before August 5. Three-unit courses run for at least four weeks and four-unit courses run for five. Start dates are considered mandatory/firm. You may be allowed to "stretch" your three-unit course to five weeks, should you wish. The opening date of the course and date of expected completion must be clear to the students as with a traditional semester-long course. The final grades must be submitted on or before Session One: July 8th or Session Two: August 12<sup>th</sup>. Timely submission of final grades will positively impact consideration for future appointments.

Please sign and return one copy of this letter of appointment by April 29, 2022.

Sincerely,

R. Fritz Smith  
Associate Dean of Faculty

cc: Human Resources

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Signature

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Date