

SOUTHWEST TENNESSEE COMMUNITY COLLEGE

SUBJECT: Teaching Load for Adjunct Faculty

EFFECTIVE DATE: January 18, 2005

Adjunct faculty at Southwest may be employed to teach a maximum of nine semester hours in the Fall and Spring terms, and six semester hours during the Summer term. Any need for an exception must be documented and be approved by the Chief Academic Officer.

Adjunct faculty may have more than one teaching discipline; accordingly, both the division deans and the Payroll Office are responsible for ensuring that the maximum hour limit is followed, unless an exception has been approved. Adjunct contracts will include a statement of the above policy that adjunct faculty shall initial, acknowledging their awareness of the policy and agreement to comply by immediately notifying the chair of the department contacting them to teach if they are offered additional teaching load at the college.

Source of Policy: Academic Affairs

Related Policy: N/A

Approved: _____
President

Responsible Provost/Executive Administrator: Vice President

TBR Policy Reference: N/A

TBR Guideline Reference: N/A

Date: January 18, 2005