



Category
ADMINISTRATOR TEACHING CRITERIA, LOAD & PAY – 5:10:00:02
Approval
Leadership Council Approved: December 9, 2016
Effective Date/Approved: January 1, 2017
Revised: N/A
Responsible Party: Vice President for Academic Affairs

I. PURPOSE

Motlow State Community College wants to provide opportunities for administrators to occasionally teach a class or classes. This allows them to maintain teaching skills, gain a firsthand perspective on today's students in a classroom setting, assist the college in course staffing needs, and pursue professional development.

II. GUIDELINES

- A. Qualifications for administrators to teach are the same as hiring any other faculty member. The appropriate credentialing form will be used and signed by all parties.
- B. Eligibility for extra compensation for Motlow State Community College administrators will have the same limitations as a full-time faculty member. The administrator shall be limited to teaching no more than two additional courses, maximum of six semester credit hours, per semester for extra pay unless waived by the Vice President for Academic Affairs.
- C. Payment will be at the appropriate adjunct faculty rate.
- D. Teaching is contingent on enrollment, course availability, the approval of the person's immediate supervisor and appropriate dean. Preference in course assignment will be given to full-time faculty.
- E. In accordance with TBR policy, support staff are not eligible to teach.