

McLennan Community College

POLICIES AND PROCEDURES

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| Reference: | F-III-b, 2 | Effective Date | 01/15/2021 |
| Subject: | Continuing Education Faculty Salaries | | |
| Source: | Vice President, Instruction & Student Engagement | | |
| Approval Authority: | President | Approval Date | 01/15/2021 |
| History: | Previously effective 04/19/2011, replaced policy dated 02/09/2001 | | |
| Remarks: | | | |

Salaries of adjunct instructors employed to teach non-credit courses shall be determined as follows:

Avocational Courses

Compensation for all avocational courses is \$15.00 per clock hour of instruction with some exceptions for people with special certifications or circumstances as approved by the Dean.

Standard Vocational Courses

A standard schedule specifying compensation for instruction of individual courses will be established upon recommendation of the Dean and approval by the Vice-President, Instruction and Student Engagement at hourly rates not to exceed \$20.00 per clock hour of instruction. In special cases involving extensive preparation and/or unusual faculty competence, a premium rate per clock hour may be approved by the Vice President, Instruction and Student Engagement.

Special Workshops, Seminars and Contract Classes

Compensation will be determined on a case-by-case basis as deemed appropriate in view of the nature of the workshop/seminar/contract class, the professional stature of the personnel and all pertinent financial considerations. Rates not to exceed \$50.00 per clock hour or \$300.00 per day may be approved by the Dean.

Any exceptions to the above provisions will require the prior written approval of the Vice President, Instruction.