

BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 404.1

Title Substitute/Half-Time/Adjunct/Part-Time Instructional Personnel

Definition

Substitute instructors are defined as persons who, on a short-term, temporary basis, perform instructional duties during the absence of a regular full-time or regular half-time, adjunct or part-time instructor. Licensure is not required.

Half-time instructors are defined to mean those persons performing instructional duties for a period covering consecutively at least two semesters and who have an assignment equivalent to 50% or more of what is considered a full-time load. State licensure is required.

Adjunct instructors are defined to mean those persons performing instructional duties who are employed less than a period covering consecutively two semesters, who have an assignment equivalent to less than 50% of what is considered a full-time load, and who have no expectation of continued employment. Licensure is not required.

Part-time instructors are defined to mean those persons performing instructional duties who are employed less than a period covering consecutively two semesters, or who have an assignment equivalent to less than 50% of what is considered a full-time load and who have an expectation of continued employment. Licensure is not required.

Date of adoption _____

Legal Reference: (Code of Iowa)

Date of last revision 4/9/90

Sections 260C: 279

Date of current revision 12/11/95

Related Administrative Procedures and Cross References _____