

OVERLOAD CLASSES/UNDER-ENROLLED CLASSES

Full-time Academic Faculty

Full-time academic instructors may be employed to teach one additional course and/or lab per term for pay if approved by the President.

The overload course must be taught outside the normal 35-hour work week of the instructor. A faculty member is considered a full-time instructor, for purposes of overload classes and pay, once that instructor's teaching assignment is 15 or 16 credit-hours, depending on the credit-hours assigned to courses in specific disciplines or areas. For example, a science instructor teaching four (4) courses of four credit-hours each would be granted overload pay beginning with the seventeenth credit-hour in addition to the 35 hour work week. An English instructor teaching five (5) three-credit-hour courses would be granted overload pay beginning with the sixteenth credit-hour in addition to the 35 hour work week. Proposed faculty overloads not in accordance with these standards must be approved by the Chancellor. For overload classes determined to have adequate enrollment and remunerated on a credit hour rate, payment for a faculty member with a masters degree or below is calculated at \$428 per teaching credit hour. Payment for faculty members with an earned doctorate in the teaching field is calculated at \$455 per teaching credit hour.

Full-time Technical Faculty

A full-time technical division instructor may be employed to teach a maximum of 7 additional contact hours per week for pay if approved by the President. Technical faculty's overload is based on contact hours exceeding 30 contact hours per week.

Classes taught by adjunct, part-time, or full-time faculty teaching overloads may be remunerated on an hourly rate or per credit hour rate, which varies according to the type of program or courses taught. For overload classes determined to have adequate enrollment and remunerated on a credit hour rate, payment for a faculty member with a masters degree or below is calculated at \$428 per teaching credit hour. Payment for faculty members with an earned doctorate in the teaching field is calculated at \$455 per teaching credit hour.

Teaching credit hours for adjunct faculty and overload are calculated as follows:

1. Academic - Classes with theory and lab, one teaching hour credit is granted for each hour of theory required. The teaching hour credit for laboratory may vary and is defined by the DPE inventory of courses.
2. Career Technical -
Adjunct: one contact credit hour per each hour of theory; two contact credit hours per three lab teaching hours
Overload theory and lab: per contact hour over 30 hours

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Remuneration Rate for Under-Enrolled Adjunct or Overload Classes

Under-enrolled classes taught by faculty on an adjunct rate or overload basis will be taught if instructor cost is equal to or less than the total tuition paid by students enrolled. If this condition is met, classes will not be canceled and the instructor will be paid the prevailing rate of \$428 or \$455 per credit hour. However, courses determined to be essential by the Dean of Instruction that do not meet this standard may be run on a prorated basis.