

Policy Type: Professional Staff

Policy Title: Teaching

Who Does This Policy Affect: All Professional Staff

Purpose: The purpose of this policy is to define teaching guidelines for teaching a class at MCCC.

Policy Statement:

The following guidelines will be utilized when professional staff personnel teach a class:

- Accepting a teaching assignment shall be subject to supervisor's approval.
- The teaching assignment should not interfere with the employee's regular full-time duties.
- Pay for teaching a non-credit class shall be as arranged with the Dean of Corporate and Community Services or designee.
- Pay for teaching a credit class shall be at the same rates as adjunct faculty rates (Policy 11.00).