

## 2024 - 2025 Part-Time Pay Rates

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### APM 03-0902 Compensation and Classification mandates the following:

1. Temporary instructional personnel shall not exceed twelve (12) credit hours per term.
2. Regular and temporary part-time employees shall not exceed twenty-eight (28) hours per week in any/all position(s) held at the College.
3. In conjunction with not exceeding twenty-eight (28) hours per week, part-time employees are limited to working less than 130 hours in a calendar month.
4. All exceptions must be authorized in advance and approved by the appropriate Vice President, Associate Provost or Associate Vice President. If a part-time employee exceeds the service hours limits and is deemed to be a full-time employee, health insurance must be offered under the Affordable Care Act (ACA). If a part-time employee elects health insurance coverage, the part-time employee's department will be responsible for providing funds to cover the employer portion of insurance premiums for the entire plan year.

Adjunct faculty are expected to include preparation and student consultation at no additional compensation.

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### Adjunct - Work Load Unit

WLU Rate

\$ 700.00

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### Adjunct - Non-Credit Adult & Clock - Career Certificate Time Card

Time Sheet  
Hourly Rate

\$ 30.00

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### Continuing Workforce Education (CWE)

Time Sheet  
Hourly Rate

Adjunct Faculty and/or full-time employees

Market Rates

(Payment methods other than by the hour may be authorized by the College President or designee)

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### Private Lessons

Time Sheet  
Hourly Rate

Adjunct Music Faculty / adjudicate juries for music students

\$ 39.00

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### Assessment & Certification

	Time Sheet Hourly Rate
Test Proctor	\$ 13.00
Test Examiner	\$ 16.00

### Program Facilitators

	Time Sheet Hourly Rate
Program Facilitator I - Requires High School Diploma	\$ 16.50
Program Facilitator II - Requires Associate's Degree and/or Certification	\$ 18.50
Program Facilitator III - Requires Bachelor's Degree and/or Certification	\$ 20.50

### Student Workers - Disabled Student Services

	Time Sheet Hourly Rate
<b>Disabled Student Services</b>	
Note taker, reader, tutor, scribe	\$ 13.00
Learning Disabilities Tutor	\$ 13.00
Interpreters for the hearing impaired QA I/EIE I	\$ 16.00
Interpreters for the hearing impaired QA II/EIE II	\$ 17.00
Interpreters for the hearing impaired QA III/EIE III	\$ 18.00
Interpreters for the hearing impaired National Certification	\$ 23.00
<b>All Other Student Workers</b>	\$ 13.00

### Summer Camp Personnel (Part-time employees)

	Time Sheet Hourly Rate
Aid	\$ 13.00
Worker	\$ 13.00
Counselor	\$ 13.00
Director	\$ 17.00

### Temporary Part-Time Librarians

	Time Sheet Hourly Rate
On-site job performance hours. Travel to and from work are excluded.	\$ 26.00