

Policy Number: 702.4

Policy: Part-time Faculty Workload Analysis

Effective Date: December 13, 2012

Revision Date:

Responsible Party: University Budget Director

POLICY STATEMENT

A part-time faculty employee is hired to teach one or more courses and is generally compensated according to the number of credits assigned per semester. A part-time faculty member may be assigned to teach courses at one or both the university campus and the City College campus.

Faculty collective bargaining agreements (CBAs) define membership for each unit. Compensation and benefits for member faculty are set in accordance with CBAs. In addition, State statutes and Montana University System policies define benefits eligibility for employees. Part-time faculty assignments are analyzed to determine status in regard to these definitions. If a part-time faculty employee's assignment meets the definition for inclusion in one of the faculty collective bargaining units or meets the threshold for benefit eligibility, compensation and eligible benefits will be administered in accordance with the respective CBA or MUS benefits plan.

AUTHORITY

MSU Billings Administration