Andrews University TEACHING CONTRACT EMPLOYMENT

Working Policy:

2:123:2 Adjunct faculty

2:139 Contract appointments

Considerations:

- 1. Faculty contracts are for temporary employment to render specified teaseininges.
- 2. Individual must be qualified to be adjunct faculty. Adjunatually who teach at the graduate level must the same qualifications as regular faculty with graduate faculty status.
- 3. Contracts for staff and above normal teaching loads for regular faculty a remier gency and/or unusual circumstances rather than a routine expansion of teaching.
 - a. Variances to this arrangement may be made by the dean confliction of total faculty workload including scholarly productivity.

b.

ANDREWS UNIVERSITY

Teaching Contract

	n should be completed/submitted befor the star contracts (w/ all signatures) will be forwarded to				
Last Name	First Name	First Name		ID#	
Email			Telephone		
Is this a remote emp	ployee? No Yes (check if international	al) Provide dept conta	ct name	ID#:	
Is the payment for t	his contract assignmentprovided for in you	r department budget?	Yes N	lo	
Reason for Contrac	t <u>ólease be specif</u> ic):				
List courses to be to	aught during (select one): Spring	Summer Fall sen	nester, 20 i	n the box below.	
Course No.	ourse No. Course Title		# of Credits	Projected Enrollment	
	FINANCIAL CONTR	ACT ARRANGEMEN	T		
Contract Period: Begin Date:/ End Date:/		Rate per credit	Hourly Rate (nonexempt or \$	Total Contract Amount \$	
Total number of cr Total weekly servic *exceptions may applya		Account to be char	Account to be charged		

I agree to teach the above