

3357:13-16-46: Long-Term (Emergency) Substitute Compensation Policy

- (A) Adjunct faculty who are called upon to teach in “emergency” situations will receive two (2) times their normal adjunct pay rate.
- (B) An “emergency” situation will be deemed to exist when the scheduled instructor is unable to continue their assignment after the semester has begun and for the duration of the semester for any of the following reasons:
- (1) Approved sick leave
  - (2) Termination of employment
  - (3) Unexpected resignation
  - (4) Death
  - (5) Active Duty Call-Up
- (C) The “emergency” pay rate is not applicable to subsequent semesters.

Effective: October 24, 2005

Next Review: August 1, 2024

Review Dates: 10/24/05, 8/23/19

Last Update: October 24, 2005  
CFO (Human Resources)