

**North Georgia College & State University**

**Part-Time Faculty Employment Information**

BOR Policy 102, Section 4.2 -- Definition of Part-Time

Part-time faculty are non-tenured faculty employed less than full time at a single USG institution or at more than one USG institution and are subject to the following conditions:

1. Are not accruing time toward tenure
2. Are considered temporary appointees, requiring reappointment from year to year
3. Are not the same as adjunct (courtesy) faculty appointments
4. Are not issued contracts
5. Are not eligible for USG benefits
6. A part-time faculty member's employment cannot exceed more than one-half time\* for the year at a single USG institution. A part-time faculty member teaching at more than one USG institution must limit his/her employment to less than half-time employment across all USG institutions.

\*To conform to NGCSU's workload policy, a part-time instructor may teach no more than 15 semester hours per academic year (Fall/Spring terms) across all USG institutions.

I understand that I am required to comply with the conditions listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name