

**Sussex County Community College**  
**Policy No.: 200.10**  
**Area: Human Resources**  
**Adopted: September 22, 2014**  
**Re-adopted: January 28, 2020**

## **200.10 Part-Time Academic Staff Calculation of Hours**

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### **PURPOSE OF THE POLICY**

The purpose of this policy is to ensure that part time adjunct or instructor staff members do not exceed the number of hours that will affect or inadvertently change their employment status.

### **GENERAL STATEMENT OF PART-TIME ACADEMIC STAFF CALCULATION OF HOURS**

Part-time/adjunct instructors may not work more than 24 hours per week/1248 hours in a calendar year (January 1- December 31).