

STIPENDS

ARTICLE NUMBER: 303

LAST APPROVED: January 3, 2022

REFERENCE: AR C005

OVERVIEW

Stipends at TBCC are defined as a fixed monetary amount paid to TBCC staff and faculty for extra duties that are specific to their official job description and go beyond the basic duties expected of all staff in those like positions.

Specific criteria will be listed in the official job descriptions that outlines the requirements for receiving the extra stipend in addition to the regular salary for that position.

Stipends will be a set amount paid per month to perform the extra duties listed in the job description.

To ensure meeting the needs of students/customers there may be evaluation of skills involved to determine if the employee meets the qualifications in order to receive the extra stipend.

Each approved stipend detailed in AR C005 will be reviewed annually to determine if changes in the process or compensation are needed.

Extra work done by faculty or staff that falls outside of the person's official job description will be done as part of a separate SEA and is not considered to be a stipend. Stipends for work done by adjunct faculty are covered in conjunction with Policy 417 and AR D017.