

## **Red Rocks Community College Procedure**

Category: College Personnel

Title: Internship & Independent Study, Full-Time Faculty & Part-Time Instructors and

Compensation Schedule

Number: RRPR – 3-57 Approved: April 16, 2007

Effective: April 16, 2007 Revised: March 14, 2007

Reference:

Purpose: To provide payment guidelines for internship and independent study instruction.

Scope: Part-time instructors engaged with internships or independent study, and full-time

faculty providing internships or independent study opportunities on an overload

assignment.

Attachment: BP 3-55 - Faculty Professional Advancement and Salary Plan

http://www.cccs.edu/Docs/SBCCOE/Policies/BP/PDF/BP3-55.pdf

SP 3-55 - Faculty Pay Plan

http://www.cccs.edu/Docs/SBCCOE/Policies/SP/Pdf/SP3-55.pdf BP 3-56 - Employee Compensation other than Base Salary and Benefits http://www.cccs.edu/Docs/SBCCOE/Policies/BP/PDF/BP3-56.pdf

Definitions: Internships: provide students with an opportunity to work in a job that is directly

related to their particular field of study, while bridging that important gap between

classroom instruction and practical work experience.

Independent Study: An intensive study and/or research on a topic under the

direction of a qualified faculty member.

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The following compensation schedule will apply to those employees overseeing internship students and independent study students:

The pay will be calculated at five non-teaching hours at the established non-teaching rate (1/2 the current teaching rate) for each student enrolled in an internship or independent study.

For part-time instructors subject to limits on hours and credits taught and worked per semester, this assignment will be considered **non-teaching**.

Payment will be awarded when a grade is issued to the student. It is the responsibility of the employee to request compensation.

Full-time faculty overseeing internship students or independent study students will be compensated in accordance with this procedure, unless it is part of their regular workload

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