It is the policy of this college to pay an extra annual salary stipend for academic administrative duties assigned to the Department Chairs.

It should be understood that such stipends will be paid only while these administrators are actively serving in the capacity for which the stipend is being paid. When the administrators are no longer serving in that capacity, either permanently or temporarily, i.e. while on sabbatical leave, the stipend will not be paid and those individuals’ salaries will revert to an established base salary.

A prorated share of the salary stipend will be paid to a faculty member assigned by Notice of Appointment to serve as an academic administrator during the temporary absence of the assigned administrator.

Approved by: Kenneth F. Light, President

Date: February 1, 1980