
SUBJECT: PART-TIME EMPLOYEE PRIVILEGES

1.0 POLICY

- 1.1. Upon authorization by the hiring department, part-time employees as defined under this policy will be issued a Snow College Part-Time Staff/Faculty Identification Card at the time of hire.
- 1.2. The card entitles the holder to all of the privileges associated with a Full-Time Staff/Faculty Identification Card including, but not necessarily limited to, general admission or discounted prices for athletic and cultural events; Snow College library card issuance; computer network, Web, and e-mail access; bookstore sponsored discounts; and other discounts associated with the ID card at either campus.
- 1.3. Supervisors have the right to terminate the privileges at any time during the fiscal year.

2.0 DEFINITIONS

- 2.1. A part-time adjunct faculty member is employed at less than 75% time annually and teaches at least one credit hour or more.
- 2.2. A part-time staff member is employed at less than 75% time annually. The employment time is three continuous months at an average of 15 hours a week.
- 2.3. Student hourly employees are exempt from the part-time privileges of this policy.
- 2.4. Non-inherent Privileges
 - 2.4.1. Privileges of full-time employees such as, but not necessarily limited to, college parties or gatherings, professional development activities, and office/computer/telephone access, current expense budgets may be provided to part-time employees only at departmental discretion.