

**BROOKDALE COMMUNITY COLLEGE  
COLLEGE POLICY**

**3.1000 Adjunct Faculty Positions**

**I. Title of Policy**

Adjunct Faculty Positions

**II. Objective of Policy**

To provide authority to the President, subject to approval by the Board of Trustees, to appoint individuals to adjunct positions.

**III. Authority**

New Jersey Statutes – County Colleges, 18A:64A-12(f) and (g), General Powers of Boards

**IV. Policy Statement**

The President shall be authorized to appoint adjunct faculty, subject to the approval of the Board of Trustees at its next regularly scheduled meeting. Adjunct faculty are individuals who do not hold academic rank, but may be qualified current Brookdale officers or employees. Normally, external adjunct faculty shall not be assigned more than 9 credits during any long academic semester. Fewer credits will be permitted in shorter terms to ensure that adjuncts do not cross the threshold to full-time employment hours. Exceptions to assign additional credits must be pre-approved by the President.

All applicable provisions of the state administrative code and statutes shall govern the employment relationship with adjuncts with regard to pension contributions.

**V. Responsibility for Implementation**

President

Approved: 5/20/1996

Reviewed and Revised: 1/28/2018

Approved: Board of Trustees, 2/27/2018