

## KCELT Reimbursement, Attendance, and Stipend Policies\*

### Reading Circle/Journal Club:

Books will be purchased for each participant not to exceed \$75 per book.

### Attendance Policy

All participants must attend 80% of a KCELT session to be counted as present.

### Completion Policy

If a final project is required for a course, the project must be submitted no later than the deadline determined by the facilitator to achieve successful completion status. No extensions will be granted and contact hours cannot be prorated.

### Adjunct Stipend Policy

**KCELT Sponsored Events:** Full-day and multi-day KCELT Events--Adjunct faculty will receive \$100 per day upon 100% completion of full-day and multi-day KCELT events.

**KCELT Sessions:** The following sessions provide a stipend upon successful completion:

- Adjunct Teaching in Higher Education Course - \$50.00
- Teaching Squares - \$100.00
- Teaching Triangle - \$75.00
- Classroom Assessment Techniques (CATs) - \$150.00

### Adjunct Facilitator Policy

**KCELT Sessions:** Adjunct faculty are eligible to receive a stipend for facilitating KCELT sessions.

Stipends pay for the length of a session and one hour of prep time. This hourly rate is determined by the Human Resources Department at Kirkwood ([KIN>Employee Information>Human Resources for Employees>Pay Bands>2018-2019 Adjunct Pay Rate](#)). Details of compensation will be communicated after approval of the requisite KCELT Facilitator Proposal Form. Compensation for repeated sessions is at the discretion of KCELT staff.

\*Policies are subject to change, modification, deliberation of unique cases by KCELT staff 7/2018