

HARRISBURG AREA COMMUNITY COLLEGE  
BENEFIT SUMMARY  
\*ADJUNCT FACULTY

- ❖ Adjunct faculty teaching one credit course a semester are eligible for one day of personal leave without loss of compensation per semester (including the summer semester). Adjuncts teaching two (2) or more credit courses in a semester will earn 2 personal days a semester. This leave is non-cumulative.
- ❖ You may enroll in a College-approved Supplemental Retirement Annuity.
- ❖ Entitlement to the Employee Assistance Program (EAP), a personal consultation service for staff and eligible dependents. The EAP's confidential consultation service helps with issues in family relationships, stress, and parenting, aging loved ones, marital discord and alcohol/drug abuse. Brochures are available in Whitaker Hall, Room 126 or on the Intranet.
- ❖ Use of physical education facilities and programs: fitness center, aerobic classes, swimming pool, basketball courts and racquetball.
- ❖ Use of HACC Library System that includes electronic sources, access to password for PQD Research Library and extended time limit on use of books.
- ❖ Access to training at the Instructional Technology Center.
- ❖ Training on latest software packages as they are released.
- ❖ Tuition Aid for taking HACC Courses:
  - After two semesters of service, an adjunct faculty member who teaches credit courses may apply for tuition aid to enroll in one HACC course (credit or job-related [courses related to employee's job at HACC]non-credit) for each semester taught in the current academic year including summer sessions
  - After ten semesters of service by adjunct faculty who teach credit courses, employees, the spouses and dependents (biological or legally adopted children up to the age of 23, or any individual who may be claimed as a dependent on an employee's income tax return) of such employees may apply for tuition aid for any credit course offered by the College, provided such employees remain employed with the College. Enrollment shall be limited to one course per semester for each eligible applicant.
    - All eligible applicants will be responsible for paying any fees beyond tuition. Eligibility for all applicants is limited to those individuals who reside in the Commonwealth of Pennsylvania.

\*Adjunct faculty are those employees who:

--teach 19 or fewer pay hours during the academic year and are appointed each semester or part-time librarians or counselors who work 1000 clock hours or less per calendar year.

May, 2008