

## IV. OVERLOAD EMPLOYMENT

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It is University policy that personnel exempt from the Wage and Hour Regulations who are twelve-month full-time employees can be remunerated beyond their basic employment contract only under certain circumstances.

(See Washburn University Policies and Recruitment Procedures Manual for details.)

Faculty who are on less than a twelve-month full-time contract can be employed on an incidental and occasional basis only when such employment does not conflict with their basic employment and the employment is approved in advance by the department chairperson, area head and President. Teaching overload pay is authorized only when additional class sections are needed and a qualified adjunct faculty member is unavailable. The compensation will be up to 3 1/3% of the base salary per credit hour.