

## Barton County Community College Employee Position Codes, Classes, and Descriptions

Position Code	Position Class	Description
10	President	<b>President</b> of Barton County Community College.
20	Vice President & Deans	<b>Vice President &amp; Deans</b> of Barton County Community College.
30	9-10 Month Full Time Faculty	<b>9-10 Month Full Time Faculty</b> working under a professional contract.
35	11-12 Month Full Time Faculty	<b>11-12 Month Full Time Faculty</b> working under a professional contract.
40	Adjunct Faculty	<b>Adjunct Faculty</b> are those part-time instructional positions which are temporary in nature, used on a somewhat consistent, as-needed basis, and paid under an Operational Employment Status Form.
45	PT Faculty	<b>PT Faculty</b> are those part-time instructional positions which are <u>non-temporary</u> in nature and paid under an Operational Employment Status Form
50	FT Exempt Staff	<b>FT Exempt Staff</b> are those full-time 12-month staff positions, which are paid on a salaried basis.
51	FT Exempt-Less Than 12 Mos.	<b>FT Exempt-Less Than 12 Mos.</b> are those full-time less than 12-month staff positions which are paid on a salaried basis; all benefits received except for vacation leave.
55	PT Exempt ¾ Time	<b>PT Exempt ¾ Time</b> are those part-time staff positions commanding between 30 and 39 hours per week, which are paid on a salaried basis and receive partial benefits.
56	PT Exempt ½ Time	<b>PT Exempt ½ Time</b> are those part-time staff positions commanding between 20 and 29 hours per week, which are paid on a salaried basis and receive partial benefits.
60	FT Hourly Staff	<b>FT Hourly Staff</b> are those full-time staff positions, which are paid on an hourly basis.
61	FT Hourly Faculty Secretaries	<b>FT Hourly Faculty Secretaries</b> are those full-time less than 12-month faculty secretary positions, which are paid on an hourly basis; all benefits received except for vacation leave.
70	PT Hourly Staff (Benefits)	<b>PT Hourly Staff (Benefits)</b> are those part-time staff <u>non-temporary</u> positions commanding between 630 and 2079 hours per year, paid on an hourly basis, and which receive <u>partial benefits</u> .
71	PT Hourly Staff (No Benefits)	<b>PT Hourly Staff (No Benefits)</b> are those part-time staff <u>non-temporary</u> positions, commanding less than 630 hours per year, which are paid on an hourly basis.
75	PT Hourly Staff (Temp)	<b>PT Hourly Staff (Temp)</b> are those part-time staff <u>temporary</u> positions, which are paid on an hourly basis.
80	Campus Employment (Student)	<b>Campus Employment (Student)</b> are those non-Work Study student positions.
90	WorkStudy (Student)	<b>WorkStudy (Student)</b> are those student positions, which qualify for the Federal Work Study program through the Financial Aid Office.
99	Early Retiree Recipient	<b>Early Retiree Recipient</b> are for those individuals qualifying under the College's Early Retirement Policy and Procedure.

**Definition of Exempt:** Exempt employees do not get paid overtime for any hours worked in excess of 40 in a work week. Exempt employees exercise independent judgment and discretion on a regular basis and fall within the executive, administrative, and professional classifications.

**Definition of Hourly:** Hourly non-exempt employees are paid overtime for any hours worked in excess of 40 in a work week. These employees do not exercise independent judgment and discretion on a regular basis.

Please Note: The above information may be amended from time to time with or without notice.

12/15/98

