



CHAPTER 2	SECTION NO.
College Personnel – Temporary Full-Time Faculty	2.05
REFERENCE	<i>Adopted: October 12, 2010</i>
2.05.01 Temporary Full-Time Faculty Benefits	<i>Reviewed: September 14, 2010; September 10, 2013; February 17, 2015; October 11, 2016; June 6, 2017; February 20, 2018, June 13, 2023; February 13, 2024</i>
	<i>Revised: September 10, 2013; February 17, 2015; October 11, 2016; June 6, 2017; February 20, 2018, June 13, 2023; February 13, 2024</i>

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All temporary-full time faculty benefits listed below will be pro-rated if an employee on less than a 12-month appointment works less than 168 days per fiscal year and temporary full-time faculty on a 12-month appointment who work less than 2080 hours*.

Vacation, sick and personal leave accrue on monthly basis. Employees are eligible to “borrow” against these leaves in advance of their accrual throughout the current fiscal year. Upon separation from employment, employees are responsible for the reimbursement of any borrowed paid time that has not been accrued.

LEAVES (at 100% fte)*		
Benefit	Eligibility	Benefits Received
SICK	Upon Employment	15 sick days per academic year (5) of which can be used as personal days.
PERSONAL	Upon Employment	See Board Policy 2.13.19.06 Personal Leave
SABBATICAL LEAVE		Not applicable for temporary full-time faculty.

VACATION (at 100% fte)*	
Years of Completed Service	Days Accumulated
Immediately (Non-12 Month Temporary Faculty)	Non-12 Month Temporary Faculty do not receive vacation benefits.
Immediately (12-Month Temporary Faculty)	21 days – Fiscal Year (July 1 through June 30)
Separation from Employment	All accrued and unused vacation days will be paid at the then current salary rate



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INSURANCE		
Benefit	Eligibility	Benefits Received
MEDICAL	Upon Employment	Medical, Dental, Vision
BASIC LIFE	Non-12 month - Upon Employment	Do not receive life insurance.
BASIC LIFE	12 month- Upon Employment	Do not receive life insurance.

HOLIDAYS (at 100% fte)*		
Benefit	Eligibility	Benefits Received
HOLIDAYS	Non-12 month - Upon Employment	Do not receive holiday benefits.
HOLIDAYS	12 month- Upon Employment	13 holidays; Independence Day, Labor Day, Day Before Thanksgiving, Thanksgiving Day, Day After Thanksgiving, Christmas Eve Day, Christmas, New Year’s Eve, New Year’s Day, Martin Luther King Day, Spring Friday, Memorial Day, Juneteenth

FLOATING HOLIDAYS (at 100% fte)*		
Benefit	Eligibility	Benefits Received
FLOATING HOLIDAYS	Upon Employment (12 Month Temporary FT Faculty)	Three (3) ‘floating holidays’ to be applied to the holiday period in late December, (between the observation of the Christmas holiday and New Year’s holiday). If the College elects to ‘close’ campus during this period, these days would automatically be applied to this period and any eligible, benefited, employee would receive compensated time off during this closure. If the College elects not to close during this period; those days would be available for use by any eligible, benefited, employee for use during the period following the New Year’s Day holiday and June 30.

RETIREMENT		
Benefit	Eligibility	Benefits Received
State Universities Retirement System (SURS)	Upon Employment	Mandatory deduction of 8% (pre-tax) contributed to the plan of your choice