1. INSURANCE FRINGE BENEFITS

1.01 An appointee to the interim faculty at Sam Houston State University qualifies for insurance fringe benefits if he/she is considered to be a "regular employee" as defined in paragraph 1.02 below. Interim faculty members not employed during the summer months are also entitled to an employer contribution of the state fringe benefit appropriation toward their summer insurance premiums if there is a reasonable expectation of re-employment. Employees who have resigned or whose employment has been permanently or indefinitely terminated will not be entitled to this benefit.

1.02 Regular employees for the purpose of this policy are defined as those individuals employed for one-half or more of the standard workload for a definite period of four and one-half months.

1.03 Interim faculty members employed for nine months should select the appropriate prepaid summer premium option at the time insurance enrollment forms are completed.

   a. Option I (18 equal payments)

   b. Option II (2 equal payments during May)

2. SICK LEAVE ACCRUAL

2.01 Interim faculty members whose service with the University is continued under these provisions may also have their hours of unused sick leave accrued on or after September 1, 1982, carried forward to subsequent years of employment. (See Academic Policy Statement 800301, Faculty Leave Policy).

APPROVED: _______________________/signed/______________________________
James F. Gaertner, President

DATED: 10/25/04
CERTIFICATION STATEMENT

This academic policy statement (APS) has been approved by the reviewer(s) listed below and represents Sam Houston State University’s Division of Academic Affairs’ APS from the date of this document until superseded.

Original Date: April 1, 1983
Reviewer(s): Academic Policy Council
Department of Human Resources
Payroll Department

Review Cycle: April 1, ENY*
Review Date: April 1, 2006

Approved: /signed/
Date: 10/18/04

David E. Payne
Provost and Vice President
for Academic Affairs

*ENY = Even Numbered Year