



## **Classified Employees Teaching Credit Classes**

**Policy Number:** 422

**Categorized:** Human Resources

**Procedure:** 422P

**Responsible Office:** Associate Vice President, Human Resources

**Effective Date:** 08/2015

**Date Last Reviewed:** 10/07/2024

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### **1. Scope**

This policy applies to all Northern Virginia Community College qualified exempt classified employees teaching credit classes.

### **2. Policy Statement**

Northern Virginia Community College is part of the Virginia Community College System (VCCS) and is governed on most matters of policy by the VCCS State Board for Community Colleges.

Where a VCCS policy exists, Northern Virginia Community College follows this policy in its operations. VCCS Policy 3.02 and VCCS Policy 3.02a were adopted by the VCCS State Board for Community Colleges and are included in the VCCS Policy Manual. The policies are published and publicly available here: [VCCS Policy 3.02](#) and [VCCS Policy 3.02a](#).

If you have questions about these policies and/or their application at Northern Virginia Community College, please contact the Responsible Office identified above.

### **3. Authority**

[VCCS Policy 3.02 - Faculty Qualifications for Academic Rank](#)

[VCCS Policy 3.02a - Explanation of Policy – Qualifications of Faculty](#)

[VCCS Policy 3.08 – Faculty Compensation](#)

[United States Department of Labor – Fair Labor Standards Act](#)