CREIGHTON UNIVERSITY

OMAHA, NEBRASKA

TEMPORARY SPECIAL FACULTY EMPLOYMENT AGREEMENT

Creighton University, Nebraska nonprofit corporation, hereinafter referred to as the “University,” and [EMPLOYEE NAME], hereinafter referred to as “Faculty Member,” hereby agree as follows:

1. The University agrees to employ Faculty Member on a part-time basis in the [Insert College or School]. The period of said employment shall begin on [DATE], 20\_\_\_, and end on [DATE], 20\_\_\_.
2. Faculty member agrees to devote part-time to such duties as prescribed for said rank and title by the University. Such duties shall include, in addition to prescribed teaching responsibilities, those collateral activities usually associated with the designated teaching position. [*If applicable add*- Faculty member shall, with respect to activities conducted in a hospital or medical clinic, confirm to applicable licensure, certifications, accreditations, rules, regulations, policies and by-laws in force at such hospital or medical clinic.]
3. The University agrees to compensate Faculty Member for the services performed during the term of this agreement the total amount of $[PAYRATE], payable in equal monthly installments over the term of this agreement.
4. Articles I through III of the current Handbook for Faculty of the University, as modified by any subsequent amendments thereto published during the term of this Agreement, shall be part of this Employment Agreement, except as noted in Article III, Section 8.e of the Handbook.
5. Comments or Additional Conditions: This is a Special Faculty Category position at the rank of Special [RANK]. Your teaching responsibilities will be [IOR,ASSISTING] for course [COURSE DESCRIPTION]. Dr. [CURRENT FACULTY or CHAIR] will be in contact with you shortly and will be responsible for your assignment.
6. Faculty Member understands that a minimum number of students (as defined by Creighton in its sole discretion) must be enrolled in the course in order for the course to be conducted.

IN WITNESS WHEREOF, the parties have executed this agreement the \_\_\_ day of \_\_\_\_\_\_\_, 20\_\_\_\_.

 CREIGHTON UNIVERSITY

 By \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Edward R. O’Connor, Ph.D.

 Provost

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [ Insert name of Dean]

 Dean

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [ Insert name of Chair, if applicable]

 Chair

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 Faculty Member

Please sign the original and one copy of this offer and return the original to your dean within 14 (fourteen) days of the date of the letter.