



**POLICY 06:19:00  
EXTRA COMPENSATION – STAFF  
EMPLOYEE**

When an employee performs duties or services different from his regular responsibilities and outside his regular working hours, he or she may be considered for extra compensation provided this work has been recommended by an appropriate administrator and receives final written approval from the president.

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Approved: Executive Council, March 4, 1991  
Reviewed: No changes, September 20, 2001  
Approved: President Allen G. Edwards, October 10, 2001  
Reviewed: President's Staff, October 9, 2006  
Approved: President Allen G. Edwards, October 9, 2006  
Reviewed/no changes, October 31, 2011  
Approved by President L. Anthony Wise, Jr. October 31, 2011  
Reviewed/Recommended: President's Council, March 28, 2016  
Approved: President L. Anthony Wise Jr., March 28, 2016