

Namibia Site Director Policy on Supplementary Support:

The conditions and circumstances associated with PLU's Namibia Gateway site and the surrounding region are such that faculty who are otherwise qualified to serve as site directors could be unable to do so because of family obligations in the United States. Those obligations could include such things as their children's education, care for an elderly parent, or other family obligations that could not be met without supplementary support from the university.

Faculty wishing to be considered for such supplementary support must make a written application to the Wang Center explaining why their family obligations cannot be met without that support. This support is intended to be "supplementary", that is, the faculty member must agree to bear a substantial portion of whatever additional costs are to be incurred as a result of their service as site director while still meeting those family obligations.

Applications for this supplementary support for Namibia site directors shall be reviewed and assessed on a case-by-case basis by the Executive Director of the Wang Center and the Associate Vice President of Human Resources who shall advise the Provost. Approval is subject to availability of funds. The Provost shall make the final decision as to whether to grant this support, the level of support and the terms by which it is granted. This support may be considered as taxable income by the Internal Revenue Service.

This policy applies only to site directors in Namibia. Any changes to this policy, or any extension of this policy to other Gateway sites, must be approved by the Provost.

PLU reserves the right to change this policy at any time. Individuals that might be impacted by changes to the policy will be notified in a timely manner.

Approved by:

Dr. Steven Starkovich, Provost and Senior Vice President for Academic Affairs

Ms. Teri Phillips, Associate Vice President, Human Resources

Date Approved: February 2, 2016