

Policy: 1.13

College Business Hours

Purpose

To Establish standard business operating hours for each Kansas City Kansas Community College (KCKCC) location.

Policy Statement

College Business Hours

KCKCC Main Campus normal hours of operation are 8:00 a.m. to 4:30 p.m., Monday through Friday.

KCKCC Thomas R. Burke Technical Education Center normal hours of operation are 7:00 a.m. to 6:30 p.m. when evening classes are in session and to 4:00 p.m. when they are not.

KCKCC Pioneer Career Center normal hours of operation are Monday through Thursday 7:30 a.m. to 8:00 p.m. and Friday 7:30 a.m. to 4:30 p.m.

Summer hours may differ.

Expectation of Business Hours

Some departments offer extended hours. Departments operating under extended hours are to keep hours up-to-date on their departmental page of the KCKCC website.

Employees are expected to work regular college operating hours unless otherwise assigned.

All locations are expected to be operational under the hours identified above. Alterations to location identified operational hours require presidential approval.

Revision Approved: 06/18/2019