

1. POLICY STATEMENT AND DEFINITIONS

1.2. Definitions

Day Program

The Day Program shall apply to the 196 consecutive days between mid-August and mid-May, of which 170 shall be days of accountability and shall be Monday through Friday starting at 6:00 a.m. and ending at 3:55 p.m., except for a section(s) of a course(s) starting prior to 3:55 p.m., or for section(s) of a course(s) that are part of an established day curriculum and must be offered after 3:55 p.m.

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Evening Program

The Evening Program shall apply to the 196 consecutive days between mid-August and mid-May, of which 170 shall be days of accountability and shall be Monday through Friday and shall encompass programs taught and/or supervised beyond those hours defined by the Day Program set forth in Section 1.2.

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Comment [1]: Replication of language for Day Program.

5. EMPLOYMENT CONDITIONS

5.1. Calendar

5.1.1. Contract Year

5.1.1.1.

The academic year for Faculty shall consist of 196 consecutive days between mid-August and mid-May, of which 170 shall be days of accountability and shall be Monday through Friday. The contract year commences on July 1st and continues through June 30th.

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Comment [2]: Replication of language for Day Program.

5.1.1.2.

Exceptions to the above may be made, by mutual agreement between the Faculty member and the College President, so long as the Faculty member work load is equivalent to that required in other sections of this policy manual. Such exceptions must also be approved by the Vice Chancellor for Human Resources, or designee.

5.1.1.3.

Mutually agreeable prorated Faculty contracts of a duration greater than 196 days may be approved by the College President after consultation with the Department/Division Chair of the involved discipline/service area. The maximum length of a prorated extended contract is ten (10) weeks. To ensure consistency and equity in the proration of extended contracts, the provisions of C.3.5. shall apply. Instructional faculty are to meet thirty (30) hours of professional responsibilities per week and service faculty are to meet thirty-five (35) hours of professional responsibilities per week during prorated extended contract periods. The College President may prohibit a Faculty member on an extended contract from accepting additional MCCCDC contracts during the extended contract period.

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APPENDIX C - EXTRA PAY FOR EXTRA DUTY

C.3. Residential Faculty Assignments Beyond the Regular Base Contract

C.3.5. Prorated Extended Contract Rate

The weekly pay rate for additional weeks beyond the 196-day (39 full weeks) academic year specified in 5.1.1.1. shall be equal to the Faculty member's base salary (as specified by the salary schedule in Appendix E) divided by 39 weeks.

C.4. Pay for Community Service Activities (Noncredit)

A Faculty member (not on a prorated extended contract) who works in the community services (noncredit) program in addition to his/her base contract (including time periods which may be before or after the required 170 days of accountability) shall be paid at the rate of twenty-eight dollars (\$28.00) per clock hour effective July 1, 2014. Faculty members on prorated extended contracts will be paid as specified in [Section C.3.5.](#)

C.5. Faculty Serving as Academic Advisors

Faculty (not on prorated extended contracts) who serve, in addition to his/her regular base contracts, as advisors (including time periods which may be before or after the required 170 days of accountability) shall be paid at the rate of twenty-nine dollars and fifty cents (\$29.50) per clock hour effective July 1, 2014. Faculty members on prorated extended contracts will be paid as specified in [Section C.3.5.](#)

C.6. Faculty Pay for Educational Development, Professional Growth Projects, or Committees Outside of Accountability (No Student Contact)

C.6.1. Instructional and service faculty (not on prorated extended contracts) employed to perform work with no student contact (e.g., complete professional growth projects, participate in educational development projects, participate on committees such as hiring committees) in addition to his/her base contract (including time periods that may be before or after the required 170 days of accountability) shall be paid at the rate of twenty-seven dollars and fifty cents (\$27.50) per clock hour effective July 1, 2014. Such work is not to be included in the weekly limitation (see [Section C.3. of Appendix C](#)) and shall be submitted on a Request for Personnel Services and paid on a time ticket or through a special services contract. All such work shall be completed in addition to the required hours of accountability. Faculty members on prorated extended contracts will be paid as specified in [Section C.3.5.](#)

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