

1.2. Definitions

In Residence

Inherent in the role of Faculty are the following: service on college committees and participation in shared governance; engagement with students; support and engagement of faculty colleagues; awareness and understanding of the college culture; and availability to respond and engage with administration on unplanned or unanticipated essential college issues. In order to meet these expectations, a consistent, equitable, and reasonable amount of time "in residence" is necessary.

During periods of accountability as defined in Section 1.2., members must be able to be physically present on their assigned college campus within a reasonable amount of time during the hours defined in the daytime schedule or during an alternatively agreed upon schedule in order to perform the responsibilities outlined in section 5.4.

5.4. Accountability/Professional Responsibilities

5.4.1.

As the central mission of the MCCCDC is teaching and learning, it is inherent in the professionalism of Faculty that additional hours, outside of teaching, are necessary for the enrichment of the colleges, District, and external communities. Professional responsibilities include, but are not limited to, academic support hours with students and active participation in Department/Division, College, and/or District activities.

Instructional Residential Faculty members are accountable to meet thirty (30) hours of professional responsibilities per week.

- to meet all classes as scheduled;
- to be in residence as defined in Section 1.2.
- to hold a minimum of five (5) scheduled academic support hours reflective of the Faculty member's teaching schedule, and to post the time and location of scheduled support hours so that they are publicly accessible to students;
- to participate in department, division, college, and/or District activities as defined in Section 1.2. and other assignments made pursuant to 5.4.7.;
- to participate in a combination of the areas outlined in Section 3.5. and Section 3.6. as listed below
 - professional development
 - acquisition of new skills
 - enhancement of diversity
 - college level assessment and learning outcomes
 - service to the community
 - to conduct course assessment and/or program development and review; and
- Instructional Faculty reassigned to perform work other than teaching classes shall be accountable for two (2) hours per week for each load hour of reassigned time.

The Department/Division Chair and the Faculty member, in consultation with the appropriate administrator, will determine assignments with the final approval of

Finkenstadt, Patricia M. 4/6/2017 9:17 AM

Comment [1]: New definition to provide guidance as to expectations of Residential Faculty to be available to students and colleagues.

Finkenstadt, Patricia M. 4/6/2017 9:38 AM

Comment [2]: Language moved from Section 1.2.

Finkenstadt, Patricia M. 4/6/2017 9:20 AM

Deleted: required

Finkenstadt, Patricia M. 4/6/2017 9:38 AM

Comment [3]: New proposed language to align and reference other sections of the RFP with the expectations of accountability and professional responsibilities.

the College President. Faculty members will be permitted to teach hours in the evening/weekend program to make their load.

All Faculty shall meet their hours of accountability/professional responsibilities within the parameters of the day program as defined in [Section 1.2](#), unless initially hired under different circumstances or amended by mutual consent [to meet program or student need](#). [With the approval of the appropriate supervisor or designee, Faculty may work remotely with the understanding that Faculty members must continue to meet duties that require the faculty member to be physically present. Faculty who are unable to fulfill their professional duties or meet "in residence" requirements will be required to take the appropriate sick-leave or personal time.](#)

5.4.2

Hours of accountability for Service Faculty who teach classes will be reduced at the rate of two hours and twenty minutes for each load hour. To meet the thirty-five (35) hours per week of accountability/professional responsibilities, service Faculty members are required to meet scheduled Department/Division assignments and other College/MCCCD-related activities as defined in [Section 1.2](#).

5.4.3.

Within the hours of accountability/professional responsibilities, all Faculty members are required to maintain equity of assignments and to participate in nonteaching assignments.

5.4.4.

All administratively approved reassigned time will be processed through and with the approval of the College President. Such reassigned time shall be part of the hours of accountability/professional responsibilities. Other paid activities beyond the base contract will not be considered part of the hours of accountability/professional responsibilities.

5.4.5.

The College President, or designee, shall develop a list of approved extracurricular assignments, with the advice and recommendation of the Faculty Senate President. Faculty assignments shall be determined by the College President after consultation with the Faculty Senate President.

5.4.6.

The Faculty assumes reasonable responsibility for MCCCD/College facilities and equipment under its supervision and control.

5.4.7.

Nonteaching professional responsibilities may be assigned by the Chancellor or designee. Notification of such assignment will be through the Office of the College President. Such activities include participation in Faculty curricular and educational development meeting(s), in-service training program(s), ceremonial exercises such as [convocation and commencement](#), academic advisement, and such other activities as may reasonably be required for the full and proper discharge of the Faculty member's responsibilities.

Finkenstadt,Patricia..., 4/6/2017 10:25 AM

Comment [4]: Clarification that attendance at convocation activities are part of a faculty member's professional responsibilities.

5.4.8.

Faculty who have a work schedule outside normal hours of accountability will work with their Department/Division Chair and/or appropriate academic administrator to create appropriate scheduling accommodations, including accommodations to ensure Faculty members are not routinely required to be physically present more than five (5) days in any seven (7) day work week.

Finkenstadt, Patricia..., 4/6/2017 11:19 AM

Comment [5]: New section provides faculty and administrators guidelines for routinely being assigned schedules outside normal work week hours without appropriate accommodations and time off during the week.

DRAFT