

ADMINISTRATIVE REGULATION

4022

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

ACADEMIC ASSIGNMENTS FOR MANAGEMENT TEAM

All college management team employees must obtain written authorization from the appropriate vice president, president and the chancellor prior to accepting an academic assignment, in consultation with the appropriate academic senate president.

All District Services management team employees must obtain written authorization from the appropriate vice chancellor and the chancellor prior to accepting an academic assignment in consultation with the appropriate academic senate president.

Instructional academic assignments for all management team employees shall not exceed one class or the equivalent as determined by the college president per semester (including summer), unless special permission is granted by the college president (if applicable) and approved by the chancellor.

Academic assignments shall not occur during the regular duty hours of the employee unless special authorization is recommended by the college president and approved by the chancellor. Regular duty hours include eight hours per day, forty hours per week.

Compensation for the teaching assignment shall be at the same rate as other part-time teaching assignments.

In the event the management team employee does not possess the minimum qualifications for employment as a faculty member in the discipline of the assignment the Academic Senate will determine if they meet equivalency.

The hiring and evaluations for management team employees' teaching assignments shall follow the same process as other part-time faculty.

Adopted: 08-15-91 Revised: 01-15-15
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