

Section: Faculty Contract and Term of Employment (Full-Time)

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Sponsoring Unit/Department: Office of the Provost

Faculty Contract and Term of Employment (Full-Time)

A full-time faculty member shall be offered a new contract for the ensuing academic or fiscal year unless they receive notice otherwise on or before March 1. Notice will be provided to the Governing Board in April. This provision is not applicable to those positions being eliminated under Strategic Personnel Reductions (see section in the Employee Handbook) or to newly-established degree or certificate programs where enrollment targets are not met. In the case of the elimination of newly-established degree or certificate programs where enrollment targets are not met, written notification will be provided.

The term of employment of fiscal year Faculty shall be July 1 through June 30.

The term of employment of the academic year Faculty shall be from the first day of accountability in August through the last day of accountability on graduation day in May. The contract shall consist of no more than 203 contract days, based on a five-day work week.

Other terms of employment may be established by the administration for flex-year and Educational Support Faculty positions in accordance with Faculty Workload (see section in the Employee Handbook).

If the new Faculty member's start date is after the beginning of the academic, fiscal or flex-year, or otherwise does not work or account for all days of accountability, the actual salary will be prorated based on the average daily rate. The average daily rate will be computed by dividing the annual salary by the appropriate number of days of accountability.

Employment contracts and pay are based on periods of active employment. Occasionally, a Faculty member is approved for a full academic, fiscal, or flex-year contract and works less than the commensurate number of days of accountability. In this situation, the Faculty member shall be paid at the average daily rate for the number of accountable days actually worked and shall have proportionately reduced required teaching load (see the Faculty Workload section of the Employee Handbook).