

METROPOLITAN COMMUNITY COLLEGE

DISTRICT REGULATION

3.15050 DR

TEMPORARY NONTEACHING ASSIGNMENTS FOR FACULTY

3.15050 DR

It is recognized that benefits can accrue to both the district and the individual when members of the faculty serve for a period of time in nonteaching services.

I. Process

- A. The faculty member may initiate a request for temporary transfer to nonteaching services in response to a request for such services by a district unit. Such an assignment will normally commence in such a manner as to minimize disruption of classes.
- B. The faculty members involved must have nonprobationary status; special services personnel will be eligible after five years full-time experience with the district.
- C. The temporary transfer must have the approval of the faculty member, officers of the sending and receiving units, and the chancellor.

II. Conditions

- A. The faculty members will work in a unit under the supervision of a district officer or an administrator.
- B. Faculty members will continue to receive fringe benefits and salary according to their position on the faculty salary schedule. The hours will correspond to those of counselors and librarians. Additional pay will be given for additional hours as provided in the faculty salary schedule. The receiving unit will provide replacement funds for the faculty position at the part-time faculty replacement cost.
- C. Faculty status and all policies, regulations and procedures pertaining thereto will not be affected by temporary assignment to nonteaching services.

III. Renewal

Temporary assignment will be for a period of up to one calendar year and may be renewed for a second year upon the recommendation of the supervisor and approval of the chancellor.

IV. Return from Temporary Assignment

The faculty member can expect to return to the last assigned campus. However, if, under unusual circumstances, the faculty member remains in the nonteaching assignment beyond two years, that person will be expected to be assigned to a campus which has the greatest staffing needs according to district staffing table.

Approved: Chancellor
October 12, 1976

Revised: June 3, 1980
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