

METROPOLITAN COMMUNITY COLLEGE

DISTRICT REGULATION

3.10020 DR

NONPROBATIONARY STATUS OF ADMINISTRATORS AS FACULTY

3.10020 DR

Reference:	3.05040	Placement of Faculty in Disciplines
	3.10010	Nonprobationary Status for Faculty
	3.35010	Evaluation of Employees
	Appendix C, II M	Administrators Schedule of Salary and Conditions
	Appendix E	Regular Part-Time Faculty Schedule of Salary Schedule and Conditions

An administrator seeking faculty nonprobationary status will request in writing that the vice chancellor for education and technology appoint a credential review committee.

I. Credential Review Committee

- A. A nonprobationary faculty member from each college offering the discipline in which placement is requested will be appointed by the appropriate division chair and the vice chancellor for education and technology.
- B. The committee will have a minimum of three nonprobationary faculty members and if necessary may include faculty in a related discipline.
- C. The vice chancellor to whom the position would normally report will chair this committee.

II. Requirements

- A. The committee will review evidence that the qualifications listed in 3.05040 DR Placement of Faculty in Disciplines have been satisfied.
- B. A professional enhancement plan leading to acceptance as a qualified nonprobationary member of the appropriate discipline will be proposed by the committee.
- C. The committee will submit the plan to the nonprobationary faculty of the proposed discipline for approval. Approval will constitute an agreement that completion of the enhancement plan will satisfy the requirements for placement in the discipline listing after completing the required faculty assignments described in Section II.D. The vice chancellor shall decide a tie vote.
- D. The candidate must complete assignments in the proposed discipline of at least three faculty work units for each of ten terms, excluding summers, with satisfactory evaluations.

III. Approval

- A. Upon the recommendation of the credential review committee, the vice chancellor of education and technology will verify for the chancellor the completion of the personal enhancement plan and the required terms of faculty service.
- B. Upon board approval, the vice chancellor will place the administrator in the discipline and on the seniority list.

IV. Placement on the Seniority List

- A. Administrators, who achieve nonprobationary status, will be placed on the seniority list in the appropriate discipline with the completion date of nonprobationary status requirements and zero years of faculty service.
- B. Only years of full time faculty assignment will be accrued to the years of service for these administrators.

V. Maintenance of Nonprobationary Status Achieved While Faculty

- A. Administrators who achieved nonprobationary status as full time faculty will be retained in the discipline on the seniority list with the initial faculty hire date and the years of service accrued to the date of administrative appointment.
- B. Administrators wishing to maintain their placement on the seniority list will indicate their intention in writing to the vice chancellor for education and technology.
- C. Administrators will earn one year of additional faculty service by completing at least three faculty work units during a fiscal year.

VI. Faculty Assignment Conditions

- A. An assignment will not be available to an administrator seeking nonprobationary status until full time faculty have been scheduled for a contract load and early retired faculty requesting an assignment have been assigned.
- B. Faculty assignments for administrators must be performed outside of the administrator's normal work schedule and compensated according to the conditions of Appendix E, Part-Time Faculty Salary Schedule.

Approved: Chancellor
 March 13, 1990
Revised: September 15, 1998
Revised: February 14, 2006