EMPLOYMENT OF TEMPORARY (FULL-TIME) FACULTY & ADJUNCT (TEMPORARY PART-TIME) FACULTY

Reference: California Education Code Sections 87474, 87482 and 87482.5

No person employed by the District as a temporary and/or adjunct faculty member pursuant to this policy shall become a contract employee, except through a full and open recruitment process (see District Policy and Procedure No. 7120, "Recruitment & Hiring") *Education Code Section 87482.5.*

A. DEFINITIONS

Temporary Full-time Faculty: For purposes of this policy, "temporary full-time faculty" is defined as a temporary faculty member working more than 60 percent of the hours per week considered a full-time assignment for regular employees having comparable duties

Adjunct (Temporary Part-time) Faculty: For purposes of this policy, "adjunct faculty" is defined as a temporary faculty member working not more than 60 percent of the hours per week considered a full-time assignment for regular employees having comparable duties

B. TEMPORARY FULL-TIME FACULTY

1. The Governing Board may employ any qualified individual as a temporary faculty member for a complete academic year but not less than a complete semester assignment during an academic year. The employment of temporary faculty members shall be based upon the need for additional faculty during a particular period of time. The number of persons so employed shall be limited to that need, as determined by the Governing Board.

   BASIS FOR DETERMINING NEED:

   - Higher enrollment of students during a semester as compared to the other semester in the academic year;
   - A faculty member has been granted leave for a semester or longer; or
   - A faculty member is experiencing long-term illness.

   (Education Code §87482(a))

2. No person shall be employed by the District as a temporary full-time faculty member for more than two semesters within three consecutive years.

   a. Only those persons serving as temporary clinical nursing faculty are exempt from the time restrictions in Item B above. Temporary clinical nursing faculty may be employed by the District for up to four semesters

within three consecutive academic years between July 1, 2007, and June 30, 2014, inclusive. *(Education Code §87482(b) & (c))*

b. The District may not employ temporary clinical nursing faculty if such hiring results in an increased ratio of part-time to full-time nursing faculty. *(Education Code §87482(c)(4))*

C. ADJUNCT (TEMPORARY PART-TIME) FACULTY

Adjunct (part-time) instructional and/or non-instructional faculty shall be classified as temporary employees. No adjunct faculty assignment shall exceed 60 percent of the hours per week considered a full-time assignment for a regular employee with comparable duties. (*Education Code §87482.5(a))*

1. Non-instructional duties in support of instruction, including, but not limited to, labs, counseling, library, and tutorial, shall be used for calculating the 60 percent.

2. Service as a substitute on a day-to-day basis shall not be used for calculating the 60 percent. (*Education Code §87482.5(b))*

3. Service during a summer term and/or intersession term shall not be used for calculating the 60 percent. (*Education Code §87474)*

4. Service in professional ancillary activities, including, but not limited to, governance, staff development, grant writing, and advising student organizations, shall not be used for purposes of calculating the 60 percent, or eligibility for contract or regular status unless otherwise provided for in a collective bargaining agreement. (*Education Code §87482.5(c)(1))*