

ARTICLE 26: FULL-TIME CLASS ASSIGNMENT

26.1 FULL-TIME CLASS ASSIGNMENT:

- 26.1.1 The appropriate administrator will provide all full-time faculty a document to request assignments, modality, off-campus classes and schedule preferences for each subsequent semester prior to finalization of the class schedule.
- 26.1.2 The administrator shall not arbitrarily disregard the full-time faculty member's preferences. If the assignment request is denied, the full-time faculty member may submit a written request to the appropriate administrator who shall provide in writing the reasons for the denial.

26.2 REASSIGNMENT OF FULL-TIME FACULTY WITH CANCELED CLASSES

- 26.2.1 A full-time faculty member whose regular load has been decreased through cancellation shall consult with their immediate dean on the alternative(s) to complete the full-time faculty member's regular load within the academic year.
- 26.2.2 After consultation with, ~~and agreement from,~~ the affected full-time faculty member, the dean may assign any instructional assignment to the full-time faculty member in one of their FSA's or other academic assignments for which the full-time faculty member meets minimum qualifications if necessary to meet their regular load.
- 26.2.3 In the situation where the above alternatives do not exist or are not chosen, the full-time faculty member shall work with the dean on a plan to make up the deficit within two (2) ~~calendar academic~~ years, ~~starting including the semester academic year following the semester~~ when they were underloaded.