

FACULTY REASSIGNED TIME GUIDELINES

1. Faculty who receive reassigned time shall be responsible for performing the duties associated with the reassigned time assignment. Whenever possible, the college or District will provide a description of the position duties and responsibilities associated with the reassigned time. Reassigned time assignments shall be for a specified duration.

2. Computation of Faculty Reassigned Time:

When normal load hours are reassigned to other duties, the number of resulting duty hours is determined using the following formula:

$$\text{FTE reassigned} \times 35 = \text{weekly duty hours of reassigned time}$$

Or conversely, the number of weekly duty hours expected from the reassignment is converted to FTE using the following formula:

$$\text{Weekly duty hours of reassigned time} / 35 = \text{FTE reassigned}$$

3. Reassigned Time for District Academic/Faculty Senate Presidents

The District shall provide 1 FTE of reassigned time to each college for Academic/Faculty Senate President responsibilities. The full 1.0 FTE of reassigned time shall be awarded to the Academic Senate President unless otherwise mutually agreed to by the college President and college Academic Senate President.

4. Other Reassigned Time

- a. Reassigned time for Statewide Senate activities will be paid based on statewide best practices.
- b. Reassigned time for a Districtwide assignment shall be subject to the availability of a faculty member for the assignment and of an acceptable replacement as determined by the department and the college. Districtwide assignment will be funded by the requesting program or department. The college from which the faculty member is being reassigned will be provided with the equivalent hourly certificated budget to fund the replacement for the faculty member being reassigned.

United Faculty Agreement, Article 11