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CITY COLLEGES OF CHICAGO
ACADEMIC POLICY


REVIEWED BY: ACADEMIC VICE PRESIDENTS, ASSOCIATE VICE CHANCELLORS, AND VICE CHANCELLOR

ISSUER’S SIGNATURE: ON FILE

SUBJECT: Summer Term Assignments

POLICY:

1) Determination of summer work will be based on Article VIII, Section F, 4f, of the collective bargaining agreement. In no instance shall the total load for a faculty member be in excess of eight (8) contact hours.

2) Bumping will be permitted until the first day of class, if course cancellations have occurred. A faculty member with a greater number of rotation points shall not be permitted to eliminate the teaching program of a less senior faculty member on the basis of seniority. All claims based on seniority are subject to review of qualifications, which shall be controlling.

3) Where a faculty member is replaced after a textbook selection has been made and opportunity offered for purchase, such textbook shall be utilized by the replacing faculty member.

4) Summer term faculty members are to hold two (2) conference hours and two (2) advisement hours per week if teaching six (6) contact hours and one (1) additional conference/advisement hour for seven (7) and/or eight (8) contact hours. The number of contact/advisement hours is to be prorated where the contact hours are less than a 100% summer assignment.

5) Faculty can be assigned up to thirty (30) hours of professional duties when granted a full-time summer assignment. Such hours are to be prorated where faculty members are assigned less than a full-time summer assignment.