POLICY:

1. Article VIII.D.2 of the Board-Union Agreement requires faculty members to “be present on campus for all professional duties and obligations, including classes, department meetings, faculty meetings called by the College President or Chancellor, and student conference hours.” Since compensation is for the performance of professional duties and obligations, an absence shall be charged for non-attendance at any scheduled activity that a faculty member is required to attend by administrative directive or contracted obligation.

2. If a faculty member is absent without administrative permission (except for illness or personal leave) from all classroom assignments or other scheduled professional duties or obligations on a given day, said faculty member shall be docked one day of pay or have one day charged to personal leave provided days are available in the personal leave bank, with this decision to be made by the faculty member. In the event the faculty member is absent without administrative permission (except for illness or scheduled personal leave) from one or more but not all required activities on a given day that person shall be docked one-half day. (Note: Per Virginia Reyes Step II Grievance Ruling June 2002.)

3. Absence from scheduled professional duties on a day when no instructional duties are required shall be charged on the same basis as an absence from all class(es), i.e. one day.