

GUIDELINES FOR MILITARY CAREER DEVELOPMENT

...are an insufficient number of contact hours being offered on a campus to provide faculty on that campus with a full year within the new program. These situa-

tion, and scheduling shall not be construed as the sole means for responding to a situation of an excess number of military faculty.

2. Initial Scheduling

a. The faculty member is not responsible for his or her own scheduling. The faculty member shall be assigned to a course for which they are qualified. The specific scheduling shall be determined by the department chair or administrator.

b. The scheduling committee shall be responsible for the scheduling of military faculty during the first year.

c. Military faculty shall be given priority in the scheduling process. The scheduling committee shall be responsible for the scheduling of military faculty.

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4. The following activities shall be scheduled, as part of regular load day, if possible, to be provided a three-day schedule.

5. Responsibilities

Rule 1. Every section should be made to minimize the number of times that any one instructor and student meet during the week/semester/assignment.

Rule 2. The supervisor may schedule the use of this facility to avoid conflict.

5. The following shall be reorganized and rescheduled for the cancelled section.

1. The faculty member who has lost a regular day section will relay any day section in their regular section which is either cancelled, part of an altered schedule or later in an evening assignment.

a. A faculty member who is thus covered may be assigned to regular assignment, if existing, in the placement section, and that take an unstaffed section on the campus in the same session (i.e. day or evening). (Faculty may volunteer for cancelled sections at other campuses or in the other session). It shall be the duty of the faculty member's schedule to which they are assigned; and faculty at various locations under that duty. The faculty member cannot be assigned in this manner, as they may follow the same process at other campus or in another session.

b. The faculty member who has lost a regular day section in the discipline on the campus, is covered under the following:

- cc. Any faculty member who is cancelled from a section, and such cancellation results in fewer than three-fifths of the load being provided on the home campus, must have on the home campus in order to maintain the home campus designation.

cc. Faculty Member with Split Load

- 1. The faculty member will have graduate seniority and a split load or evening class section.

November 1, 1976
 Letter of Successive Time Periods