

Counterproposal from the MiraCosta Community College District
to the MiraCosta College Academic Associate Faculty

June 26, 2018

ARTICLE 11. OFFICE HOURS

11.1 Office hours are designed to allow a one-on-one contact between the instructor and student. Unit members teaching credit courses ~~or Noncredit ESL, Adult High School, Adults with Disabilities, and Short-Term Vocational courses with discipline factors of 1.0 or greater except as provided in article 11.2 (per Board Policy V.B or its successor document)~~ shall be eligible for office hours per semester as follows:

LHE Assigned	Maximum Paid Office Hours
7.50 or more	16.5
6.00 to 7.49	13.5
Fewer than 6.00	8.5

11.2 ~~Office hours are designed to allow a one-on-one contact between the instructor and student.~~ Librarians, cooperative work experience, and intern studies instructors ~~and noncredit ESL and Adult High School Diploma (AHS DP) instructors~~ shall be entitled to ~~seven (7)~~ three (3) hours per semester for individual appointments.

11.3 Noncredit ESL, Adult High School, Adults with Disabilities, and Short-Term Vocational instructors shall be eligible for office hours per semester as follows:

LHE Assigned	Maximum Paid Office Hours
7.50 or more	7
6.00 to 7.49	5
Fewer than 6.00	3

11.4 Office hours shall be paid at the flat rate of \$44 per hour. Office hours must be scheduled so as to insure the maximum availability for student consultation, shall be held in an appropriate location as requested and assigned, and must be held in conjunction with a schedule submitted to and approved by the appropriate dean at the beginning of the semester. Scheduled office hours may be held virtually for courses taught on-line. Information that enables the District to evaluate the services shall be reported to the dean at the end of the semester. Office hours must be reported on an hourly timesheet approved for payment by the dean.

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