

# Asheville-Buncombe Technical Community College (A-B Tech) Policy Manual

## Policy 211.04: Faculty Responsibilities and Workload

It is the policy of the Board of Trustees to expect faculty to invest sufficient time to promote student engagement, success and completion and to provide professional instruction and services to the College and its students. Specific expectations will be established and regularly reviewed by the College administration.

## Scope

Addresses responsibilities and workload for full-time part-time curriculum faculty.

## Definitions

Full-time Faculty: A faculty member who is assigned a full-time class load and serves the College on an annual appointment with terms stipulated in an annual employment agreement. Full-time faculty are eligible for all benefits of the College as set forth in the Benefits Procedure 500.01.

Part-time Faculty: Curriculum adjunct faculty have an instructional assignment for one semester without promise of future employment. Employment agreements are limited to 29 hours per week (See Procedure 211.04 Courses with Contact for Adjunct Multiplier Chart). Part-time faculty are eligible for limited College benefits as set forth in the Benefits Procedure 500.04.

## References

Reviewed by the Executive Leadership Team, August 23 and 29; September 5 and 14; October 17; November 7, 2012; October 5, 2016, and July 10, 2019.

## Policy Owner

Vice President for Instructional Services, Ext. 7900

See Faculty Responsibilities and Workload Procedure

See Ensuring Adequate Full-time Faculty Procedure

See Courses for Contact Multiplier Chart Procedure

Approved by the Board of Trustees on August 12, 2019.