

Section 1. *Multiple Quarter Contracts (MQC)*

Part time faculty who have taught six (6) of the last nine (9) quarters (excluding summer session) and who have taught a course three (3) times or more during that period and who have received satisfactory evaluations in these courses can be offered a multiple quarter contract (MQC) to teach these courses in the following year. Such appointment shall entail a percentage of teaching load consistent with the percentage taught during the prior year.

Library, counseling, and media part-time faculty members may also qualify for Multiple Quarter Contracts on the basis of having worked in their position during any six of the preceding nine quarters (excluding summer session) and having received satisfactory evaluations for their work in these positions.

Part time faculty members who believe they meet the foregoing criteria should notify their appropriate administrator by the end of winter quarter. Upon verification of service, a MQC will be issued prior to the end of spring quarter for the following year's assignment. In order to be valid, the MQC's must be signed and returned by the employee not later than 60 days prior to the effective date of the MQC.

1.1. *Such MQC's will be expressly subject to:*

- 1.1.1.** any pay rate changes during the following year, as and when effective;
- 1.1.2.** the schedule of classes; and
- 1.1.3.** the need for part-time faculty assistance in the library, media, or counseling offices.

Section 2. *Adding MQC Classes.* Once a part time faculty member is eligible for a MQC for a course or courses, additional courses may be added when satisfactorily taught three times in the preceding nine-quarter period (excluding summer session).

Section 3. *Assignment conflicts between MQC employees.* In the event two or more MQC faculty are both entitled to teach classes that are less in number than to allow each MQC holder to have one assigned their historical load, the conflict will be resolved by the appropriate administrator. A substitute class in the discipline may be offered by the administrator to maintain employee workloads for that quarter.

Section 4. *Contracts (not MQC)*

Part time faculty who are not receiving MQC's will receive quarterly teaching contracts prior to the first day of class. Such contracts commemorate the offer and are accepted by commencement of teaching by the employee. Such contracts do not require execution or return to the employer.

Section 5. *Rehiring Limits*

Part time faculty receiving MQCs have preference in scheduling over adjuncts employed quarterly for courses covered by the MQC. Full time faculty have preference over all part time faculty for course assignments for regular workload and for overload. All course assignments are subject to sustained student enrollment, course demand, availability of classrooms and the financial ability of the employer to meet funded enrollment levels.

Section 6. *Removal and Abandonment*

6.1. Part time faculty who have not taught for three consecutive quarters may lose their eligibility for MQCs. Eligibility may be re-instated in the same manner as MQC courses are added in Section 3.

6.2. Part time faculty who have received notice of an unsatisfactory evaluation pursuant to the process defined in the Instructional Policy manual and who have failed to remedy the deficiency by the following evaluation will be removed from the MQC list. If re-employed, eligibility for a MQC must be re-established pursuant to Section 2.

Section 7. *Full Time Openings*

Human Resources will post all full time faculty openings on the college web site. Part time faculty on the MQC list for that discipline will receive individual notice of full time openings as they occur.

Section 8. *Professional Development Funds*

The employer will provide \$5,000 annually to support the professional development activities of part time faculty receiving MQCs pursuant to an agreed upon process of selecting projects or proposals.



