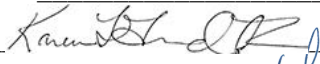



Department Specified Provisions (DSP)

Department/Chair Communication Studies/Mark Nelson Date Submitted 01/25/2014
 AFA signature  Date 9/29/16 Contract Compliant: YES NO
 Senior VPAA approval  Date 9/27/16 Addenda Spec. Exp. Summer

Part I Special Expertise Requirements (Use Special Expertise Addendum, if needed.)

Course or Allied Service	Brief Rationale	Criteria The criteria will be relevant, objective, verifiable and reasonable.
Journalism 52 Newspaper Practice		To be faculty advisor of the Oak Leaf, in addition to meeting minimum qualifications, an instructor must have a minimum of 5 years experience as a print, broadcast or multimedia reporter, editor,
		producer, photojournalist or other content-based, skilled staff position on a professional newspaper, magazine or news organization (could be web journalism).

Part II Summer Session Assignments (Use Summer Session Addendum, if needed.)

The department has special summer session procedures:

YES, see below
 NO, the criteria for fall and spring semesters are used for summers.

Special Summer Procedures:

- A. The Department Chair, in conjunction with the Supervising Administrator, will determine which courses and the number of classes that will be scheduled during summer and intersessions.
- B. "Expertise" in a subject will be taken into consideration in making these hourly assignments.
- C. At initial offer, unless otherwise indicated by the faculty member, faculty members selected to teach during summer will be offered as close to a 40% load as possible without exceeding a 45% load.
- D. Priority for assigning faculty who express an interest in teaching during summer sessions or intersessions will be as follows:
 1. The faculty member who is or will be serving as Department Chair or Acting Chair during that session will be the first to be offered classes.
 2. Regular faculty, in order of seniority as determined by date of hire as a regular faculty member, will be offered any classes after #1 has been followed.
 3. Adjunct faculty members, based on date of hire, will be offered any remaining classes after #1 and #2 have been followed.

Part III Initial Allocation for Faculty with ESTABLISHED LOAD

For departments offering a significant number of courses that have greater than 20% load value, the District and AFA may approve initial allocations of established load of greater than 40%.

The department has initial load allocations *greater than* 40%:

YES, it is _____%
 NO, it is up to 40%

Part IV Minimum Offer to Faculty with Offer Rights and NO ESTABLISHED LOAD

A department whose programs include a significant number of courses or services with load values of greater or less than 20% may specify that faculty members who have offer rights but no established load will receive an offer of greater or less than 20%.

The department's minimum offer is *greater than* or *less than* 20%:

YES, it is _____%
 NO, it is 20%

