

Collin County Community College District
Agreement to the Conditions of Employment for Associate Faculty

1. The associate faculty member acknowledges that the Collin County Community College District (Collin College) has not adopted any policy, rule, regulation, law or practice providing for tenure; no right of tenure is created by accepting an assignment with Collin College; and no property interest, expressed or implied, is created by or through such assignment.
2. The faculty member agrees that all Collin College teaching assignments are conditioned upon (i) sufficient enrollment in the course and upon the schedules of full-time faculty; (ii) ensuring that all certificates, transcripts and other documents required by Collin College are on file with the Human Resources Office before classes begin, but in any event, not later than 30 calendar days after the first day of employment; and (iii) in federally or categorically funded positions, an assignment is conditioned upon the availability of full and adequate funding for the position.
3. The faculty member agrees that any Collin College assignment may be terminated at any point during the semester, at the sole discretion of Collin College, at which time, the assignment shall be null and void and of no other force and effect.
4. If the faculty member is unable to attend a class for any reason, the division Dean or Discipline Chair shall be notified eight (8) hours, if possible, before classes. Absence from scheduled classes may, in the sole discretion of Collin College, result in salary deductions.
5. The faculty member shall comply with all policies, rules, and regulations of Collin College in effect, or as may be adopted during the life of this Agreement. Failure to meet any of Collin College's policies, rules and regulations, including but not limited to, time schedules regarding classes, completion of all rolls, grades, and personnel materials, may result in termination of this Agreement, or the withholding or deduction of salary as determined in the sole discretion of Collin College.
6. The faculty member acknowledges that this Agreement includes teaching the assigned class(es), as well as preparing for class, grading, being available for student consultations and other related instructional activities as identified by the discipline chair and/or division dean.
7. The faculty member agrees and understands that associate faculty assignments are initially made by the appropriate discipline chair or division dean, and that written confirmation of assignments are distributed by the Human Resources Office after classes have started each semester. Questions should be referred to the appropriate discipline chair.

I hereby submit the Agreement to the Conditions of Employment for Associate Faculty with Collin County Community College District (Collin College) and agree to the conditions as stated. This agreement becomes a part of the personnel file and remains in effect for all teaching assignments and/or periods of employment with Collin College until superseded by a new agreement with the college.

Faculty Signature

CWID or Social Security

Date

Faculty Name (Please print)

Collin County Community College District does not discriminate on the basis of race, color, national origin, age, sex, religion, disability, or veteran status.