

1410.00 FACULTY CALENDAR

The annual faculty calendar is planned each year to meet the instructional needs of students, to ensure opportunities for faculty professional activities, and to provide for effective operation of the college. Although the faculty calendar for contract purposes is for a designated period of time, faculty recognize that maintaining NMC's standard of instructional excellence involves a year-round effort. It is recognized that faculty are true professionals who regularly devote significant amounts of time to professional activities outside the official faculty calendar in order to provide excellent teaching, undertake meaningful professional development, and engage in activities which support the college mission. It is also recognized that, consistent with the board's objective to provide equitable compensation, the faculty calendar should be equitable with NMC's peers.

The following guidelines explain these understandings regarding the faculty calendar. These guidelines will be reviewed by the faculty career plan committee during the fall of the 1995-96 academic year to determine if adjustments should be recommended for the 1996-97 academic year.

I. DETERMINING EQUITY WITH PEERS

Consistent with the board's objective to provide equitable compensation to the faculty, the NMC faculty calendar shall be reviewed to determine its equity with NMC's peer colleges. The same community colleges used for salary and benefits comparisons will also be used for calendar comparison. The methodology for comparison follows:

1. Instructional days and non-instructional days will be totalled for NMC and for each of the peer colleges. Instructional days will include class days (weekdays) and final exam days. It is assumed that all colleges, including NMC, meet the required number of instructional minutes each semester; therefore, differences in the number of instructional days is due to scheduling and facilities variations.
2. Categories of non-instructional days will include:
 - A. Professional development/meeting days
 - B. Advising/registration days
 - C. Grading days (weekdays)
 - D. Graduation
3. The mean of the peers will be calculated for instructional days, non-instructional days, and total days. Rankings will also be determined. NMC's totals of each, as compared to the mean and NMC's ranking, will be reviewed to determine whether instructional and non-instructional requirements are comparable.

II. PROFESSIONAL ACTIVITIES/FACULTY CALENDAR

The annual faculty calendar will include three scheduled days for pre-opening, professional development, and/or college meeting purposes. As professional members of the college community, faculty recognize the need for this opportunity to engage as a community in meaningful development and communications activities, and consider it their professional responsibility to attend. The annual faculty contract (two-semester) will begin with these pre-opening dates and continue to the end of the spring semester grading period.

Because faculty play an important role in the shared governance of the college, many faculty are involved in department, division and area leadership outside of the normal contract dates. In addition, faculty serve on governance councils and college committees. Curricular and course design are other activities which are typically carried out during the off-term period.

A majority of faculty professional development is achieved in the off term through self-study and other professional activities. As the need arises, other professional development opportunities will continue to be scheduled into the annual academic calendar. These days will allow further opportunity for development and meeting activities to occur without conflicting with teaching schedules.

AUTHORIZATION OF ADMINISTRATIVE POLICY

President's authorization: _____

Date authorized: _____ Effective Date: _____