

METROPOLITAN COMMUNITY COLLEGE

DISTRICT REGULATION

3.05040 DR

PLACEMENT OF FACULTY IN DISCIPLINES

3.05040 DR

Reference:	3.10010	Non-probationary Status for Faculty
	3.15020	Transfer of Employees
	3.35010	Evaluation of Employees
	3.40030	Reduction in Full Time Faculty
	6.15020	Qualifications for Teaching Courses

All full time faculty positions will have a discipline designator.

I. Definitions

- A. Discipline: Collection of related courses, a program, or instructional support service.
- B. Discipline List: List maintained by the vice chancellor of education and technology.
- C. Seniority List: List of eligible faculty with the years of full time MCC service in the discipline.

II. Discipline List Revision

The discipline list will be reviewed periodically by the District Instructional Coordinating Committee (DICC) which will recommend additions or deletions to the vice chancellor of education and technology for approval by the chancellor.

III. Placement

- A. The director of human resources will assure that each faculty member qualifies for placement in the discipline.
- B. Placement will be based on one or more of the following qualifications:
 - 1. Vocational certification in the discipline;
 - 2. Master's degree in the discipline from an accredited institution;
 - 3. Master's degree from an accredited institution with 45 semester hours in the discipline, at least 18 of which are graduate hours.
- C. Years of service will be accrued in only one discipline at a time. A faculty member satisfying the provisions of 3.05170 DR Qualifications for Teaching Courses may be assigned courses in another discipline; years of service will not be accrued in that other department.

IV. Discipline Transfer

- A. A non-probationary faculty member may request transfer to another discipline.

- B. The director of human resources will determine the eligibility of the faculty member for placement in a new discipline. Eligibility questions will be resolved in consultation with the appropriate vice chancellor.
- C. The vice chancellor of education and technology will appoint a committee of one non-probationary discipline member from each college with a full time position in the discipline, one non-probationary faculty member recommended by the District Academic Senate, and a dean who will serve as the committee chair.
- D. This committee, with the applicant, will design a plan which will satisfy the discipline's requirements for transfer. The plan will require the approval of the appropriate vice chancellor. The plan's requirements may include favorable evaluations in courses taught in the new discipline, additional academic preparation, or professional development.
- E. The applicant will be offered the next available position in the discipline after successful completion of the plan and approval by the appropriate college president(s).
- F. Upon transfer, the faculty member will be placed on the seniority list as a non-probationary member of the discipline with 0 years of service. The years of service accumulated in the former discipline will be retained on the seniority list in that discipline.

Approved: Chancellor
February 8, 1979

Revised: February 10, 2004
(Editorial Corrections 7/11/06)