

11.06 Appointment of Part-time Professionals

A. The provisions of sections 11.01 through 11.04, inclusive, shall not apply to part-time professionals.

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- B. Part-time professionals shall be given a contract specifying the non-instructional work assigned.
1. A part-time daytime professional who has been employed for any part of the last three (3) consecutive fiscal years or who is currently employed in the professional staff member's third consecutive fiscal year holding the job classifications listed in Appendix A and who has received a satisfactory evaluation in a work area(s) shall be eligible for a reappointment in that work area(s).
 2. A tentative appointment will be offered first to those eligible professionals as defined above with the greatest seniority in that work area/department/program, except under the following conditions:
 - a. The professional receives an unsatisfactory evaluation;
 - b. There are insufficient assignment(s) available within the work area of the professional;
 - c. If, in the professional judgment of the President or the President's designee, reasons exist which preclude such reappointment, the President or the President's designee shall provide the professional with a written statement of the reason or reasons for the non-reappointment. The reasons for non-reappointment shall not be arbitrary or capricious.
 3. For every fiscal year in which the professional works 0-224 hours, no seniority shall be credited. A part-time professional staff unit member who works 225 to 900 hours during a fiscal year shall be credited with one-half (1/2) year of seniority. A part-time professional staff unit member who works more than 900 hours during a fiscal year shall be credited with one (1) year of seniority. Where a part-time professional works in two or more work areas in any fiscal year, seniority for the total hours worked at the College shall be credited to each, provided that the unit member works a minimum of 225 hours in each.¹ Where a part-time professional covered by this Agreement is assigned to work in an area funded by the Division of Continuing Education or its equivalent, such service shall not be treated as a break in service but the unit member also shall not accrue seniority for purposes of this Agreement.
 4. Except as provided in 11.06 (B) (3) above, when determining seniority earned prior to this agreement any period of two years or more during which the unit member failed to work 225 hours will constitute a break in service and no service prior to said break will accrue to a professional's seniority.
 5. By forty-five calendar days prior to the first semester in which seniority is considered for appointment, and by August 15 of each year, the MCCC/MTA shall be provided with the official list of eligible professionals, including seniority by work area(s). When the initial list is published, part-time professional unit members shall have thirty (30) days to challenge their relative placement on the list and, upon providing documentation acceptable to the College, the list shall be adjusted appropriately.
- C. In accepting an appointment, a part-time unit member agrees that said member will be available for the duration of the appointment.

ARTICLE XII - Workload, Work Assignment and Working Conditions

12.01 General Provision

Unit members shall be given a contract stating the subjects or functions to which the unit member is to be assigned. There shall be included a job description which shall define the duties to be performed.

12.02 Faculty Work Assignment