

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 (CCCCD) has not adopted any policy, rule, regulation, law or practice providing for tenure; no right of tenure is created by accepting an assignment with CCCCCD; and no property interest, expressed or implied, is created by or through such assignment.
 2. The faculty member agrees that all CCCCCD 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 County Community College District 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 CCCCCD assignment may be terminated at any point during the semester, at the sole discretion of the Collin County Community College District, 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 coordinator shall be notified eight (8) hours, if possible, before classes. Absence from scheduled classes may, in the sole discretion of the Collin County Community College District, result in salary deductions.
 5. The faculty member shall comply with all policies, rules, and regulations of the Collin County Community College District in effect, or as may be adopted during the life of this agreement. Failure to meet any of the Collin County Community College District'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 the Collin County Community College District.
 6. The faculty member agrees that this contract includes teaching the assigned class(es), as well as the preparing for class, grading, being available for student consultations and other related instructional activities as identified by the discipline coordinator and/or division dean.
 7. The faculty member agrees and understands that associate faculty assignments are initially made by the appropriate discipline coordinator 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 coordinator.
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I hereby submit the Conditions of Employment for Associate Faculty with Collin County Community College District and agree to the conditions as stated. This agreement becomes a part of your personnel file and remains in effect for all teaching assignments and/or periods of employment with CCCCCD until superceded by a new agreement with the college.

Faculty Signature

Date

Social Security Number

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.