



Administrative Rules

SUBJECT: Adjunct Faculty Participation in Shared
Governance

AR#: 4.06.003

Based on Board Policy:

[D-6, Employment of Adjunct Faculty](#)

Recommended by Council or President: Academic and Student Affairs Council

Date Approved/Amended: 03/26/1999; amended 02/09/01, 04/03/02, 08/08/03,
10/06/06, 02/05/16

Value Statement

The Austin Community College District recognizes the contributions of Adjunct Faculty to their departments and to the College and seeks to ensure that Adjunct Faculty can participate both in their departments and on college-wide councils and committees.

Administrative Rule

1. Participation in Departmental Governance

In recognition of the contribution of Adjunct Faculty to their departments, Austin Community College shall implement procedures by which Adjunct Faculty can participate in departmental governance.

- A. All faculty, full-time and adjunct, may attend and be heard at all departmental meetings.
- B. All members of the Adjunct Faculty who teach in a department are eligible to serve as voting members of that department.
- C. The minimum number of seats designated for voting members of the Adjunct Faculty within a department shall be equal to the number of full-time faculty in that department. The department may designate more than the minimum number of voting Adjunct Faculty seats.
- D. Members of the Adjunct Faculty who are willing to serve must express their interest in writing to their Department Chair no later than the third week of March. Department Chairs will notify all members of the Adjunct Faculty of the deadline, and will announce voting members by the last day of March.

President/CEO: Richard M. Rhodes

Date: 04/13/16

- E. If the number of Adjunct Faculty who express their interest to serve is less than or equal to the number of eligible voting seats allowed by the department, then the Department Chair will appoint those members of the Adjunct Faculty. If the number of members of the Adjunct Faculty who express their interest to serve is greater than the number of seats allowed by the department, then an election will be held. This election will be held following the same procedures as for the election of Department Chairs except:
 - a. Voting is limited to all adjunct faculty in the department.
 - b. In departments that do not have an election coordinator, the Department Chair shall fulfill that role.
- F. Adjunct Faculty shall be compensated for their participation in departmental governance as follows:
 - a. The College shall establish a budget for the compensation of Adjunct Faculty for participation in departmental governance.
 - b. Department Chairs shall record the hours of participation by all Adjunct Faculty (voting and non-voting) within their departments and submit these records by the end of the semester within which the participation occurred.
 - c. Individuals' compensation shall be proportional to their hours of participation and the budgeted funds.
- G. Department decisions approved by faculty vote may be reviewed by the appropriate Vice President upon request of any department faculty.

2. Participation on College-wide Councils and Committees

In recognition of the contribution of Adjunct Faculty to Austin Community College and the value of shared governance, the College shall provide the opportunity for duly appointed Adjunct Faculty to participate on all Councils and Committees relevant to Adjunct Faculty. Adjunct Faculty shall be compensated for their participation on College wide Councils and Committees as follows:

- A. The College shall establish a budget for the compensation of members of the Adjunct Faculty for such participation.
 - a. Council and Committee Chairs shall record the hours of participation by Adjunct Faculty and submit these records by the end of the semester within which the participation occurred.
- B. Individuals' compensation shall be proportional to their hours of participation and the budgeted funds.