

Office of the Vice President of Instruction

To:	ALL FULL-TIME FACULTY
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From: Office of the Vice President of Instruction

Date: November 25, 2024

Subject: Course, Load, and Scheduling Request for Summer 2025

Overload assignments may be filled by applicants from regular full-time faculty in accordance with the CCFT Collective Bargaining Agreement. Please consider this your opportunity to indicate interest in being considered for such a position during Summer 2024. Response to this form will help your division create employment pools for next calendar year. Please complete and return this form to your Division Chair on or before Friday, December 13, 2024.

SUMMER 2025			
	I do not wish an overload assignment for the Summer 2025 session.		
	I <u>do</u> wish to be considered for an overload assignment for the Summer 2025 session as indicated below.		
Preferred Course(s):			
1.			
2.			
3.			
4.			
Preferred Location(s)/Teaching Modality:			
	North County, day (before 4:30 p.m.) Distance Education (SLEC/SLAB) –Synchronous		
	North County, evenings (after 4:30 p.m.) Distance Education (DLEC/DLAB) – Asynchronous		
	San Luis Obispo, day (before 4:30 p.m.) Hybrid or Blended Instruction		
	*Hybrid instruction indicates that at least 51% of the hours of a course are provided through online learning		
	*Blended instruction indicates that less than 51% of the hours of a course Weekend Offerings (Friday evening/Saturday) are provided through online learning		
	South County, evenings		
	PRINT NAME HERE SIGN HERE		

^{*}Requests to expand your contract teaching load should be directed to your Division Chair*