

Article XV: Part-time Faculty

UNDERSTANDING THE BREAK IN SERVICE PROCESS

Pursuant to the SCEA collective bargaining agreement, a faculty member may request, and their dean may recommend, a break-in-service to the Vice President of Human Resources, following the contract language outlined below. Any questions should be routed to the appropriate [HR Specialist](#).

15.2.4 Break/Reduction in Service: Vested status does not extend to part-time faculty members who have a break in their service to the discipline (i.e. zero LHE) unless reviewed by the cognizant Dean and approved by the Vice President for Human Resources prior to the break in service, based on verified justification submitted by part-time faculty member. Such approval shall not be unreasonably withheld. Justification for a break/reduction-in-service letter is:

- 1 a circumstance beyond the adjunct faculty member's control, such as a serious illness or injury to the unit member or his/her immediate family as defined in Article 5.4.2., a National Guard or military reserve obligation, jury duty of an extended length, civil unrest, or a natural disaster directly affecting said faculty member;
- 2 a class cancellation due to low enrollment;
- 3 an approved staff development project or similar assignment in lieu of any LHE or work hours;
- 4 a class or work assignment made by the part-time faculty member's cognizant Dean that is outside of their discipline in lieu of any LHE or work in their discipline;
- 5 full time work assignment at another educational institution but not to exceed one year;
- 6 upon the recommendation of the cognizant Dean, subject to the approval of the Vice President for Human Resources. An approved break-in-service may apply to a part-time faculty member progressing through the six sequential semesters needed to earn vesting, or to a part-time faculty member who has already earned vested status.
- 7 a reduction in service below the vested Unit Member's established average load pursuant to Article 15.2.5.1.1.

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SCEA CBA :



Southwestern Community College District



Human Resources
(619) 482-6395