

ADJUNCT FACULTY COMPENSATION FOR SLO WORK

Directions: This form allows you to report SLO work for all the sections you taught of two courses. If you taught more than two different courses, please use an additional form. In each area, list the evidence provided and the hours reported, total the number of hours reported, sign and date, and return the form to your dean.

Name: _____

	COURSE	COURSE
Total Units = Units per Course x Number of Sections Taught	TOTAL UNITS	TOTAL UNITS

ASSESSMENT

"All adjunct faculty will be compensated .5 hours per unit, per semester at the non-instructional rate for choosing an assessment method, setting a numerical target for outcomes results, assessing a minimum of two SLOs and documenting the results."

Explanation: This includes the time you invested outside of class creating or contributing to the creation of assessment rubrics, actual assessment efforts, compiling data and reporting assessment results. Embedded assessment, or the assessment of student work which is already a requirement of the class, should be included only if that assessment required substantial time beyond what would have been otherwise required to evaluate the assignment(s).

Evidence: To receive compensation, faculty are required to upload data to the SLO Cloud or provide data to a full-time faculty member in their discipline or the Office of Institutional Effectiveness, Research and Planning, who will upload it to the SLO Cloud. Evidence of other activity including rubrics development or raw assessment data should be provided as needed.		
EVIDENCE ATTACHED:		
Maximum Number of Hours Claimed: 0.5 hours per unit	HOURS REPORTED:	

WRITING SLOs

"Any adjunct faculty that agrees to write or rewrite SLOs will be compensated for three (3) hours at the non-instructional rate for each set of class SLOs written with a minimum of two (2) SLOs per class."

Explanation: This includes the time you spent writing new SLOs or revising existing SLOs at the request of a full-time faculty member in your discipline, faculty chair or dean.

Evidence: To receive compensation, faculty are required submit to new or revised SLOs to the full-time faculty member in the discipline or faculty chair or dean AND the Office of Institutional Effectiveness, Research and Planning. Attach new or revised SLOs to this form as evidence.		
EVIDENCE ATTACHED:		
Maximum Number of Hours Claimed: 3 hours per course	HOURS REPORTED:	

MEETINGS AND DIALOGUE

"Adjunct faculty shall receive compensation for two (2) hours per semester at the non-instructional rate for the purpose of attending meetings related to the participation in the SLO training and/or discussions regarding assessment results with the approval of the Division Dean and/or the Vice President."

Explanation: This includes time you spent attending SLO trainings, attending meetings with other faculty in your discipline to discuss the assessment process or review assessment data to identify strategies to improve student performance; contributing to e-mail exchanges about or virtual discussions of these issues; and/or reflecting individually on assessment results from a single-section course you taught.

Evidence: To receive compensation, faculty are required to provide evidence of meetings in the form of a meeting announcement, agenda or minutes; documentation of discussions uploaded to the SLO Cloud; or copies of e-mail exchanges or online discussions. Notes from individual reflection should be provided to a full-time faculty member in your discipline or faculty chair or dean AND the Office of Institutional Effectiveness, Research and Planning and attached to this form as evidence.		
EVIDENCE ATTACHED:		
Maximum Number of Hours Claimed: 2 hours per course	HOURS REPORTED:	

TOTAL NUMBER OF HOURS:

Signature: _____ Date: _____

Approved: _____ Date: _____