

18.A.9. Peer Professors: Those unit members with whom one works on a continuing basis.

18.A.10. Conference: An evaluation conference is a meeting in which evaluators discuss with the professor member the results of the evaluation and announce their recommendations.

18.B. Teaching Faculty Performance Expectancies: Upon employment at Mt. San Antonio College, on the premise that the College exists for the educational welfare of the students, a member of the faculty unequivocally accepts the following professional responsibilities (Adjunct professors should also refer to Article 18.L.2):

18.B.1. To be thorough in preparation for all class assignments.

18.B.2. To be regularly involved in staff and professional development activities in order to increase personal expertise in both subject matter and teaching techniques.

18.B.3. To develop and utilize effective pedagogical techniques in order to enhance the communication of ideas and promote optimal student learning, critical thinking, and performance skills.

18.B.4. To cooperate with the department chair and colleagues in planning and implementing curricular and other educational projects.

18.B.5. To teach information that is accurate and in compliance with the current course outline of record.

18.B.6. To adhere to ethical principles governing interactions with students and colleagues.

18.B.7. To be prompt and regular in attendance at all class meetings and adhere to scheduled dismissal times.

18.B.8. To be prompt and regular in attendance at all department, committee, and College-wide meetings.

18.B.9. To prepare all records and reports accurately and completely.

18.B.10. To submit records and reports to the proper offices within established deadlines.

18.B.11. To be involved reasonably in the total program of the College, (for example, College-wide committees, meetings, and student activities).

18.B.12. To keep scheduled office hours and to fulfill obligations as to presence on campus.

18.B.13. To cultivate a supportive inclusive environment that promotes success of a diverse student body.

18.B.14. To be reasonably accessible to students.

18.B.15. To adhere to all professor evaluation procedures and timelines.

18.B.16. To maintain current knowledge of department goals, planning agenda, assessment activities, and curriculum development.

18.C. Special Assignments/Coaching Performance Expectancies: Upon employment at Mt. San Antonio College, on the premise that the College exists for the educational welfare of the students, a member of the faculty unequivocally accepts the following professional responsibilities (Adjunct professors should also refer to 18.L.2):

18.C.1. To be thorough in preparation for all assignments.

18.C.2. To be involved in increasing expertise in both subject matter and performance techniques.

18.C.3. To develop and utilize effective teaching and coaching techniques in order to enhance the communication of ideas to students and athletes.

18.C.4. To cooperate with the department and colleagues in planning and implementing curricular and other projects.

18.C.5. To teach and coach in their areas of competence and in compliance with the College policy and rules and regulations that govern specific areas of assignment.

18.C.6. To adhere to ethical principles governing interactions with students and colleagues.

18.C.7. To be prompt and regular in attendance at all practices, contests, conferences, committees, and College-wide meetings.

18.C.8 To keep scheduled office hours and to fulfill adjunct obligations as to presence on campus.

18.C.9. To prepare all records and reports accurately and completely.

18.C.10. To submit records and reports to the proper offices according to established deadlines.

18.C.11. To be involved reasonably in the total program of the College, (for example, College-wide committees, meetings, and student activities).

18.C.12. To cultivate a supportive, inclusive environment for students and the community that promotes the success of a diverse student body.

18.C.13. To be reasonably accessible to students.

18.C.14. To develop and maintain a system of recruitment and retention of students and athletes in their area of assignment.