POLICY: Faculty Office Hours

A. **Purpose & Scope:**
   To describe the number and frequency of office hours for teaching faculty

B. **Definition(s):**

C. **Policy:**
   “Teaching FACULTY MEMBERS shall maintain a minimum of five (5) office hours per week on no fewer than three (3) different days at such times as will accommodate the needs of the students. The schedule of office hours for each FACULTY MEMBER shall be posted in such manner so as to be easily observed by the students.” –*Collective Bargaining Agreement*, 2007-2011, Article 23, Sec. A.1.c.

D. **Procedure(s):**

E. **Effective date:** July 1, 2007 CBA
   **Updated date:** August 15, 2010
   **Amended Date:**