



<b>Policy Title</b> Faculty Assignment and Transfer	<b>Original Adoption Date</b> 7/20/1972	<b>Policy Number</b> IN-144
<b>Responsible College Division/Department</b> Instruction	<b>Responsible College Manager Title</b> Vice President of Instruction	
<b>Policy Statement</b> The Vice President of Instruction or designee has the authority to assign duties to faculty other than those identified in their contracts. When transfer is considered and approved, a date will be selected; a timeline identified for the transition; and a transition plan developed that specifies who, what, where, how, and when.		
<b>Reason for Policy</b> Faculty may be assigned managerial or administrative duties in lieu of instructional responsibilities as the interests of the college may warrant.		
<b>Cross References and Legal Review</b>  Reviewed/Revised: 11/16/89; 5/19/93; 1/95; 11/1/95; 12/18/08; 7/1/14; 3/27/15; 5/21/19 Employee Handbook  <b>Legal Counsel Review and Approval: N/A</b> <b>Board Policy: III.A. General Executive Constraint, III.B. People Treatment, III.E. Financial Condition</b>		
<b>Definitions</b>		

[Instructional Staff Assignment and Transfer Procedure](#)