



Office of the Vice President of Instruction

To: ALL FULL-TIME FACULTY
From: Office of the Vice President of Instruction
Date: April 23, 2024
Subject: Course, Load, and Scheduling Request for Spring 2025

Overload assignments may be filled by applicants from regular full-time faculty in accordance with the CCFT Collective Bargaining Agreement. Please consider this your opportunity to indicate interest in being considered for such a position during Spring 2025. Response to this form will help your division create employment pools for the academic year as the class schedule development process continues. **Please complete and return this form to your Division Chair or Academic Director on or before Friday, May 17, 2024.**

Spring 2025	
<input type="checkbox"/>	I <u>do not</u> wish an overload assignment for the Spring 2025 semester.
<input type="checkbox"/>	I <u>do</u> wish to be considered for an overload assignment for the Spring 2025 semester as indicated below.
Preferred Course(s):	
1.	
2.	
3.	
4.	
Preferred Location(s)/Teaching Modality:	
<input type="checkbox"/>	North County, day (<i>before 4:30 p.m.</i>)
<input type="checkbox"/>	North County, evening (<i>after 4:30 p.m.</i>)
<input type="checkbox"/>	San Luis Obispo, day (<i>before 4:30 p.m.</i>)
<input type="checkbox"/>	San Luis Obispo, evening (<i>after 4:30 p.m.</i>)
<input type="checkbox"/>	Weekend Offerings (Friday evening/Saturday)
<input type="checkbox"/>	South County, evening
<input type="checkbox"/>	Distance Education (SLEC/SLAB) – Synchronous
<input type="checkbox"/>	Distance Education (DLEC/DLAB) – Asynchronous
<input type="checkbox"/>	Hybrid or Blended Instruction
	<i>*hybrid instruction indicates that at least 51% of the hours of a course are provided through online learning</i>
	<i>*blended instruction indicates that less than 51% of the hours of a course are provided through online learning</i>

PRINT NAME HERE

SIGN HERE

Requests to expand your contract teaching load should be directed to your Division Chair/Academic Director