

ARTICLE 13

NON-CREDIT INSTRUCTION

- 13.1 **NON-CREDIT LIMIT:** Total District non-credit FTES shall not be greater than 1% of District credit FTES. Community service is not part of the 1%.
- 13.2 **NON-CREDIT INSTRUCTION LIMITS FOR FULL-TIME:** No full-time assignments shall include non-credit instruction, unless a RIF would follow due to a state mandate of credit classes being designated as non-credit classes. In such case an assignment of twenty-five in-class hours shall be considered a full instructional load. All contract I, II, or III or regular unit members teaching non-credit classes as part or all of teaching load shall be subject to all conditions of this Agreement as if the member were teaching credit classes.
- 13.3 **EXTRA-CONTRACTUAL:** All assignments except for those in Section 13.2 above are extra-contractual (not part of regular "A load"), and the employees are members of the bargaining unit.
- 13.4 **SALARY RATE FOR NON-CREDIT CLASSES:** The hourly rate for non-credit classes shall be determined by Appendix B-2, Class I, Step 1.
- 13.5 **APPROVAL OF NON-CREDIT CLASSES:** All non-credit courses shall be approved through the normal instructional committees on campus. All non-credit instructors shall be hired as specified in Article 6.
- 13.6 **NON-CREDIT CLASS SIZE MAXIMUMS:** All non-credit class size maximums shall be established through the same procedure as for new credit courses.
- 13.7 This article does not apply to non-credit courses where the District receives apportionment at the standard for-credit rate.