**Contra Costa College**

**Reassigned Time Job Description**

**Term: AY 2017-18**

**Reassignment – \_\_\_% per semester -**

**Job Title:**

**Start Date:**

**Reporting Relationship:**

**General Description of Job/Scope of Responsibility:**

|  |
| --- |
|  |

**Duties and Responsibilities:**

**Deliverables:**

|  |
| --- |
| What:  |
| When:  |

2.

|  |
| --- |
| What:  |
| When:  |

3.

|  |
| --- |
| What:  |
| When:  |

4.

|  |
| --- |
| What:  |
| When:  |

5.

|  |
| --- |
| What:  |
| When:  |

6.

|  |
| --- |
| What:  |
| When:  |

7.

|  |
| --- |
| What:  |
| When:  |

8.

|  |
| --- |
| What:  |
| When:  |

\*Per DVC Procedure 2090.07, Reassigned Time Guidelines, this job description describes the non-instructional tasks that have been determined to meet special technical, educational, or administrative needs at DVC. The computation of faculty reassigned time is derived from the following: FTE reassigned x 35 = weekly hours of reassigned duties.