
Student Conference Hours for Faculty

POLICY STATEMENT

Each full-time faculty member is required to maintain regular office conference hours at times convenient for students. A minimum of five on-campus conference hours are required each week in addition to standard communication support with students during the course of instruction.

PROCEDURE

Faculty members will submit proposed conference hours to the Dean for review and approval each semester. Scheduling is based on instructional needs, student convenience, and institutional initiatives. Each faculty member will post the approved conference hours at his/her office location, on the college web site, and in the course syllabus.

RESOURCE RECOMMEND

POLICY HISTORY

Adopted September 4, 2014
