



**Policy on Percentage Load Teaching Online Classes**  
**Approved by the Distance and Distributed Learning Committee March 21, 2007**

A full-time faculty member shall teach at least 40% of their regular assignment on campus. All of an adjunct assignment can be taught online. Any deviation from the 40% on campus assignment needs to be approved by the department chair, the dean, and the Vice-President of Academic Affairs.

The percentage load taught online should be consistent with the department and program goals and needs as stated in the program review and other planning documents. Regardless of the amount of teaching load done online, the instructor remains responsible for participating in committee work, department meetings, curriculum and student learning outcome development and evaluation, and office hours, according to the AFT contract.