8.2 **CANCELLATION OF SCHEDULED CLASSES:**

8.2.1 When cancellation of a class is being considered within a week before the class

begins and during late registration, the chairperson of the department affected, and,

whenever possible, the instructor of the class shall be notified at least 24 hours

before management proceeds with the class cancellation to review registration

patterns. In all other circumstances, the chairperson of the department affected, and,

whenever possible, the instructor of the class shall be notified at least one week

before management proceeds with the cancellation to review registration patterns.

8.2.2 Where a class has an enrollment of twenty (20), as determined by class attendance

at the end of the late registration period, it shall not be canceled, except with

agreement of the instructor.

8.2.2.1 Before the schedule is published, if a department and management agree

that a class is innovative in content, time offered, or delivery method, they

shall also mutually agree on a minimum number less than 20 to avoid class

cancellation. The class shall not be canceled if it has reached that

enrollment number by the end of late registration. The United Faculty shall

be notified of each variance. Included in the agreement will be the

determination of how many semesters the class will be offered as an

innovative class. Under no circumstances shall such classes be designated

as innovative for more than three (3) semesters without management’s

approval.

8.2.3 No class shall meet beyond the close of the late registration period unless the

enrollment, as determined by class attendance, is at least twenty (20) students, or,

an exception is made by the College President because of such special circumstances

as: related training program for apprentices, advanced classes which are a

part of a major sequence, performance classes, or courses where the enrollment

determines the number of teaching hours credited the instructor.

8.2.3.1 Late registration is to generally be defined at 1/9 of the course length;

however, management does have the right to extend the period if a class

is under-enrolled.

8.2.3.2 Short-term classes shall not be canceled prior to one week before the first

class meeting, except with the agreement of the instructor.

8.2.4 Cancellation of sections of less than twenty (20) shall be preceded by notification to

the recognized department chairperson and/or individual faculty member, of the intent

to cancel.

8.2.5 Any deviation from the contractual workload of the member caused by cancellation

shall be adjusted within the semester of cancellation, or, the three (3) regular

following semesters after consultation with the member.

8.2.5.1 Within the Semester of Cancellation. Members who owe teaching hours

will assume after consultation sufficient courses or alternative

assignments in the day or extended day program to balance any deficit.

However, no member shall be required to translate an “A/C*”* contract to

an "A" contract to balance a deficit during the semester of occurrence,

unless, the member has more than one “A/C” contract assignment. In

such case, one of the “A/C” contract assignments shall be used to

balance all or part of the deficit.

8.2.5.2 In subsequent Semesters. Members who owe teaching hours will

assume sufficient courses or alternative assignments in the day or

extended day program to balance any deficit hour load existing due to the

cancellation. (See Article 7.4) After three (3) semesters, no "A/C"

classes can be assigned until the deficit due to cancellation is eliminated.

Management shall notify the member one semester before this restriction

is applied.

8.2.5.3 Alternative assignment may include, but not be limited to, such activities

as: a mutually agreed upon reassigned time project, short-term classes,

replacement classes, extended day assignment, etc. Scheduling shall be

in accordance with Sections 8.1 through 8.1.3 of this article.

8.2.5.4 Other balancing options.

8.2.5.4.1 Members may opt to have his/her salary reduced proportionately

to balance all or part of a deficit.

8.2.5.4.2 With management concurrence a member may complete a

proposed alternative assignment(s) to balance all or part of a

deficit.

8.2.5.4.3 Only those deficits owed by the member at retirement or

resignation shall be owed the District where the deficit occurred

because the member failed to translate a “A/C” contract to an "A"

contract to balance the deficit. The amount owed shall be

deducted at the “A/C” contract rate.