Model Faculty Loads
Office of the Vice President for Academic Affairs
Highline Community College

Part-Time Faculty	
Faculty Load (in credits or credit-equivalents)	**Required Notification/Approval**
10 — 10 — 10	None
15 — 15 —10 (any order)	Division Chair notification (cc: Vice President)
15 — 15 —15	Division Chair recommendation Vice President's approval

One-Year Faculty	
Faculty Load (in credits or credit-equivalents)	**Required Notification/Approval**
15 — 15 —10 (any order)	None
15 — 15 —15*	Division Chair recommendation Vice President's approval

Summer
Summer Any load over 12 credits* must have Division Chair recommendation and VPAA approval

* Overload course is at part-time rate; approval must be requested annually