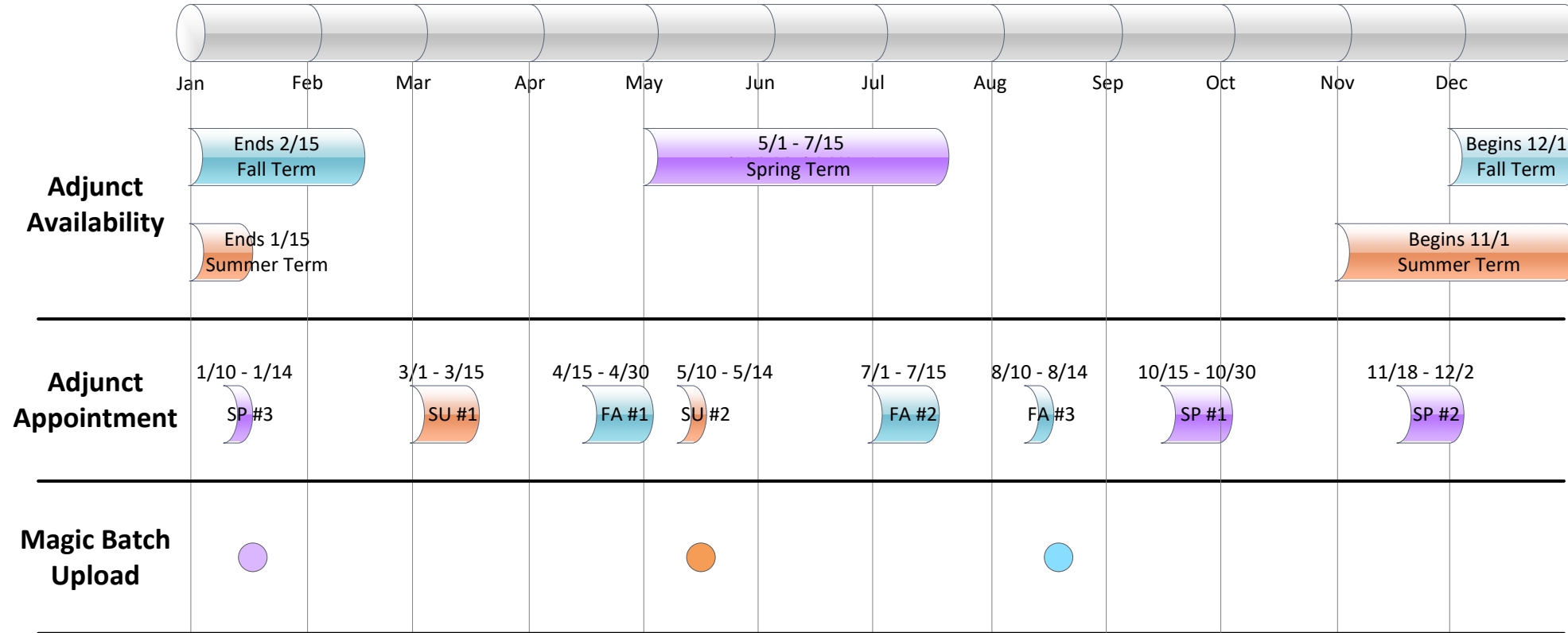


Adjunct Faculty Automated Processes



LEGEND

- Fall Term
- Spring Term
- Summer Term

Adjunct Availability – IT emails adjunct faculty on first date listed.
Timeframe allocated for adjunct to provide availability to teach for future term via myACCESS.

Adjunct Appointment – IT emails adjunct faculty on first date listed for each round.
Timeframe allocated for adjunct to accept/decline offered class sections via myACCESS.
Fall and Spring have two rounds of offerings.

Magic batch upload – IT posts contract type = PT on FASC. Runs 5 days prior to term start.