



# Scheduling Preferences SUMMER

Name \_\_\_\_\_ GWC ID# \_\_\_\_\_ DEPT. \_\_\_\_\_

**The best ways to contact me are:**

Office Extension \_\_\_\_\_ Home Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Voice Mail \_\_\_\_\_ Pager \_\_\_\_\_ Cell \_\_\_\_\_

**Preference:** Summer limit for Full-time and Part-time faculty is 210 Total Hours

How many total hours would you like to teach? (54 hours is = to a 3 unit lecture class) \_\_\_\_\_

**I am scheduled to teach:** \_\_\_\_\_ hours in another department at GWC \_\_\_\_\_ hours at OCC or CCC

**Course and Textbook Preference** - list in order of preference - # indicate number of sections you would like to teach.

Unless your department has already adopted a specified text, identify text selection you would prefer for each course.

	Course - Name & Number	#	Textbook title/author	ISBN
#1				
#2				
#3				
#4				

**Time Preference** - Using the Grid indicate the times you are available. Use the Marking Key below. (*Times may have some variance due to scheduling requirements*).

Time	MON	TUES	WED	THURS	FRI	SAT	SUN	<b>MARKING KEY</b> <b>A = MOST DESIRABLE C = OK F = NOT AVAILABLE</b> <b>== == == == == == == == == == == ==</b> <b>I would like an online class</b> <b>I would be interested in teaching College 100</b> <b>Comments:</b>
7:30 - 10am								
10:00-12pm								
12:00 -2pm								
2:00 - 4pm								
4:00 - 6pm								
6:00 - 8pm								
8:00 - 11pm								

RETURN TO _____	DATE REC'D. _____
DUE ON _____	BY: _____