

LONG BEACH COMMUNITY COLLEGE DISTRICT
Office of Academic Services

DATE: September 3, 2019
TO: All Regular Contract Instructors
FROM: Kenna Hillman, Assoc. Dean, Academic Affairs **Ext. 4016**
Subject: Faculty Listings in the 2020-2021 Long Beach City College Catalog

We are working on the draft of the 2020-2021 Long Beach City College Catalog. Please consult the 2019-2020 College Catalog to determine if your name, degree(s) and academic rank are properly listed. If there have been any changes, please return this form to Gloria Gonzalez-Wilson in the Human Resources Office with the appropriate listing and documentation (transcripts) to support a change in your degrees, as soon as possible. **The deadline for submitting the form is October 1, 2019 for inclusion in the 2020-2021 Catalog.**

We would like to include AA or AS degrees in our listing, as well as your higher degrees. If you have any updated information about your degrees, please indicate the institution below (if not already listed in the catalog.)

NOTE: Academic ranks must be specifically applied for through the Human Resources Office.

As a full time faculty member, please verify any change(s) in my catalog listing as noted below.

Degree change _____ Correction _____ New Faculty _____

Name (please print) _____

Academic Rank: ___ Assistant Professor ___ Associate Professor ___ Professor

Degree(s) _____ Subject _____ Institution _____

Degree(s) _____ Subject _____ Institution _____

TO BE COMPLETED BY HR

I have verified the listing is accurate

Gloria Gonzalez-Wilson

Date