



PART-TIME FACULTY PROPOSED OFFICE HOURS APPROVAL SHEET

Provide this document to your dean by the end of week one of the semester. If holding more than one office hour in a week, list the days/times/modes of office hours consecutively in the space provided.

Due to Division Office by end of Week 1.

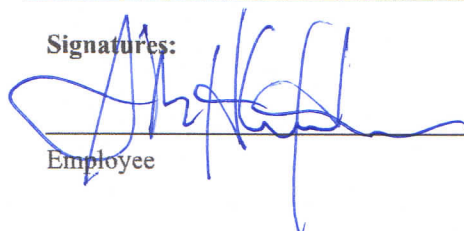
Instructor: Halloran Stephen M Employee ID# 1071373
Last Name First Name Middle Initial

Semester: Fall Year: 2025 Division: MSE Department: Chemistry

Total District Semester Load ("FCC 6 LHE; CCC 3 LHE"): 7.5 LHE

Week	Days of Office Hour(s) <small>Office hour must be one day per week</small>	Times of Office Hour(s) <small>Office hour must be at least 50min, at a reasonable time</small>	Location of Office Hour <small>No more than 40% of total office hours may be online</small>	Interactive Method for Office Hour <small>In Person, Zoom, Phone, etc.</small>
Ex	M, TH	8-8:50 AM, 1-1:50 PM	LI 142, zoom	In Person, Zoom
2				
3	Thursday	3:30 pm - 4:45 pm	NS-335	in-person
4				
5				
6				
7	Thursday	3:30 pm - 4:45 pm	NS-335	in-person
8				
9				
10				
11	Thursday	3:30 pm - 4:45 pm	NS-335	in-person
12				
13				
14				
15	Thursday	3:30 pm - 4:45 pm	NS-335	in-person
16				
17	Thursday	3:30 pm - 4:45 pm	NS-335	in-person
18				

Signatures:


 Employee

08/15/2025

Dated

Dean of Instruction

Dated