



มหาวิทยาลัยอัสสัมชัญ  
ASSUMPTION UNIVERSITY

## Assumption University Announcement

No.26/2020

Subject: Regulations on working hours for full time faculty members  
in undergraduate programs  
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In order to ascertain effectiveness of full-time teaching faculty members in undergraduate programs in performing their assigned teaching and learning responsibilities, rendering advice and consultation, and fulfilling other duties according to the University's and School's policies and requirements, Assumption University's Personnel Management Committee in its meeting no. 3/2020 on 11 September, 2020 stipulated ***the working days and hours in which the mandated 30 working hours per week, comprising 12 teaching hours but not exceeding 15 hours per week, totaling 900 hours per academic year with the exclusion of the summer session, would be counted and recorded to be Mondays to Fridays and from 8.30 to 17.00 hrs respectively.***

***With assigned extra teaching hours, additional hours equal to extra teaching hours must be added to the weekly teaching/advising/office hours to fulfill the total working hour's requirement.***

This announcement shall take effect from the second semester of the 2020 academic year (*November 2020*) onward.

Given on October 14, 2020

Rev. Bro. Bancha Saenghiran, f.s.g., Ph.D.  
President - Rector Magnificus

**N.B.: In case legal interpretation is needed, the original Thai version shall be in use.**

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Office of Human Resources Management



มหาวิทยาลัยอัสสัมชัญ  
ASSUMPTION UNIVERSITY

## Assumption University Announcement

No.27/2020

Subject: Regulations on working hours for full time faculty members  
in graduate programs  
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In order to ascertain effectiveness of full-time teaching faculty members in graduate programs in performing their assigned teaching and learning responsibilities, rendering advice and consultation, and fulfilling other duties according to the University's and School's policies and requirements, Assumption University's Personnel Management Committee in its meeting no. 3/2020 on 11 September, 2020 stipulated ***the working hours in which the mandated 30 working hours per week, comprising 9 teaching hours a week for a two-semester system, and 6 hours a week for a tri-semester system, totaling 900 hours per academic year, would be counted and recorded from 8.30 to 22.00 hrs.***

***With assigned extra teaching hours, additional hours equal to extra teaching hours must be added to the weekly teaching/advising/office hours to fulfill the total working hour's requirement.***

This announcement shall take effect from the second semester of the 2020 academic year (*November 2020*) onward.

Given on October 14, 2020

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