

APPENDIX E
COMPREHENSIVE WORKLOAD AGREEMENT (2004)

The intent of this Agreement is to work towards replacing Appendix E a/k/a Eisenhardt memo of 5/20/97.

During the term of this Agreement, the Academy shall make a good faith effort to reduce average faculty workload, to no more than 12 units and 3 preps per semester. To do so, and with the proviso that the Academy will not replace present full-time faculty members with part-time faculty for this purpose, it is agreed that the Academy has all full authority to take the following steps to reduce workload of full-time faculty without further negotiations:

1. Engage adjunct, visiting and temporary faculty. Adjunct, visiting, and temporary faculty shall not be subject to the terms of this labor agreement.
2. Engage teaching assistants to teach laboratory under the supervision of faculty. In cases where teaching assistants are used, faculty will be given appropriate credit for supervision.
3. Assign some non-classroom duties to adjunct faculty, under the direction of the department chair. Advising shall remain the responsibility of permanent faculty.
4. Reduce the number of faculty committees and committees on which full-time faculty participate; reduce the size of such committees, and involve adjunct faculty on such committees, other than Faculty Governance.
5. Work with the faculty governance process to consider curriculum changes, reduction in graduation requirements, and other steps that reduce faculty workload while meeting the institution's academic objectives.
6. Develop a system to account for the number of students assigned to a course, the type of testing (essay v. multiple choice) and other factors such as course revisions and responsibility to prep labs, etc., in consultation with the Labor-Management Committee.