

Eastern Washington University
Faculty Workload for AY _____

Name: _____

Rank/Title: _____

Department: _____

Initial Proposal

Revision as of _____ (date)

Final Plan

Faculty Type

<input type="checkbox"/> Tenured <input type="checkbox"/> Tenure Track	<input type="checkbox"/> Senior Lecturer	Full Time <input type="checkbox"/> 9 mos. Full Time <input type="checkbox"/> 10 – 12 mos. Part Time <input type="checkbox"/> (%)
---	--	--

Summary of Assignment Distribution

Teaching <input type="checkbox"/> %	Scholarship <input type="checkbox"/> %	Service <input type="checkbox"/> %	Other <input type="checkbox"/> %
TOTAL EFFORT (must equal 100%): <input type="checkbox"/>			

ON LEAVE (please check all applicable) Fall Quarter Winter Quarter Spring Quarter

Eastern Washington University
Faculty Workload for AY _____

1. Teaching/Librarianship Activity: CBA 7.7.2 [former CBA 7.5.2]

% Effort _____

Instruction in regular academic courses and instructional service

Please fill in the **courses and** total number of credits you will be teaching for each respective quarter. This would include all classes and formula driven workload as identified by the CBA (e.g., 600/601). **Do not include any overload teaching assignments in your reporting. Overload assignments will be submitted via a payroll action form (PAF) with the work plan attached.**

Assigned and Formula-Driven Courses					AY	
Quarter	Fall		Winter		Spring	
List courses you are scheduled to teach and credits	Courses	Credits	Courses	Credits	Courses	Credits

Other Teaching Responsibilities:

Please fill in the total number of workload credits you have negotiated that will count towards your teaching load (e.g. credits described in Section 7.7.5 (b) (i) [former CBA 7.5.5] in the CBA [see below].

Negotiated Credit Courses					AY	
Quarter	Fall		Winter		Spring	
List courses and <u>equivalent</u> credits	Courses	Equiv. Credits	Courses	Equiv. Credits	Courses	Equiv. Credits

TOTAL CREDITS FOR YEAR: _____

Faculty Workload for AY _____

Assigned and Negotiated Duties in Librarianship		% Effort = ____
List assigned and negotiated duties		

Note: Section 7.7.5 (b) (i) [former CBA 7.5.5] – Determination of Workload

Where the credits associated with a particular mode of instruction do not fairly approximate the weekly student contact hours (e.g., science courses with associated labs, field applications, individual instruction), weekly student contact hours will be used in a conjunction with credits in determining the number and type of courses included in a faculty member’s annual workload. The relation between contact hours and credits will be determined by agreement between the faculty member, department chair and dean.

2. Scholarship (Research/Creative Activity): CBA 7.7.3[former CBA 7.5.3]

% Effort _____

Description of Activities, Plans or Projects (Please specify as % effort (CBA 7.7.5 (b)))

3. Service (describe University, Professional, and Public service):

% Effort _____

CBA 7.7.4 [former CBA 7.5.4]

Faculty Workload for AY _____

4. *Exceptional Advising and Other Approved Assigned Activities:*

% Effort _____

(e.g., administrative – chair, director, etc.; grants; special projects; exceptional advising duties over and above what is identified in CBA 7.7.5 (b) (ii)[former CBA 7.5.5]

As noted in the CBA, all tenured and tenure-track faculty members are expected to engage in advising activities for their majors:

7.7.5 (b) (ii) [former CBA 7.5.5] Student advising is considered part of a faculty member's normal teaching load. Faculty members with advising responsibilities greater than those associated with a normal teaching load may be assigned additional workload credit for advising as determined by agreement between the faculty member, department chair and dean.

_____/_____
Faculty Member Date

_____/_____
Chair/Dept. Director Date

_____/_____
Dean Date