

10.2 Instructional Load Credits

The instructional load for full-time teaching members shall be twelve (12) load credits per semester in Connecticut State University. Except where otherwise provided in this agreement, one (1) class hour of lecture equals one (1) load credit and one (1) class hour of science laboratory, industrial/technical laboratory, physical education laboratory, psychology laboratory or fine arts laboratory equals three-quarters (3/4) load credit except that those laboratories identified pursuant to Article 10.6.4 may carry up to one (1) load credit.

10.3 Class Size

The provisions of this section shall not be construed as permitting an increase in traditional class size norms (see Article 5.17.2). Class size will be determined by enrollments at the end of the third (3rd) week of each semester. The purpose of additional credit for instruction of large classes is to insure increased instructor time to meet student needs. Load credit in excess of normal load credits for a three (3) credit-hour course shall be allowed for classes which fall within the following range:

<u>Class Size</u>	<u>Load Credits</u>
41 – 60	Normal Load Credit x (N+ 20) x 1/60
61 – 90	Normal Load Credit x (N+ 60) x 1/90
91 – 200	Normal Load Credit x (N+460) x 1/330

Where N = the number of students enrolled at the end of the third week of classes.

Classes in excess of 200 shall continue to be covered by side letters as appropriate.

Adjustments in load credit for full-time members will be made in accordance with Section 10.5. For part-time members, compensation shall be appropriately adjusted pursuant to Article 12.8.

No class shall have an enrollment in excess of 200 unless appropriate arrangements for support, scheduling and load credit have been made pursuant to the procedures of Article 10.4.

10.4 Side Letters for Specialized Assignment Load Credits

Load credits allowed for specialized assignments such as social work practicum, field experience, nursing clinical practice, coaching, video tape instruction, and instructional student activities will be determined in letters of agreement to be negotiated between the President or designee of the respective universities and CSU-AAUP in consultation with the Chancellor or designee. Unless a request for change is made by either party within ninety (90) days of approval by the General Assembly, existing side letters shall be continued. Existing side letters for which changes are not agreed shall continue in force as past practice. These letters will be affixed to and become part of this contract. A good faith attempt shall be made to negotiate these letters of agreement immediately. No side letter may contradict any provisions of this agreement without a written waiver from the Chancellor or designee and the President of CSU-AAUP.

10.6 Reassigned Time

10.6.1 Departments shall receive load credit for administrative responsibilities under the following formula: (Full-time equivalent (FTE) department members shall be determined by adding the number of active full-time members of the department on the date specified in Article 12.2.2 and the average number of full-time equivalent part-time members during the fall and spring semesters of the previous academic year.)

<u>FTE Department Members</u>	<u>Load Credits/Semester</u>
1 - 3.99	3.0
4 - 9.99	6.0
10 - 16.99	7.5
17 - 25.99	9.0
26 or more	12.0

The appropriate Dean may allocate additional load credits to a department for unusual additional time demands for specialized departmental functions.

Such load credits shall normally be assigned to the department chairperson, but may be assigned to other department members with the approval of the appropriate Dean.

Because chairpersons and others who are allocated reassigned time during the academic year for departmental administration have a continuing responsibility, both within and outside of the academic year for department business, the parties agree that ten-month chairpersons shall receive compensation as specified in Article 12.5.5. It is the expectation of the parties that in any significant absence of a department chairperson the chair stipend may be assigned, with the concurrence of

the Dean, to an acting chairperson(s), as necessary, at the beginning of the nearest applicable biweekly pay period.

10.6.1.1 Twelve-Month Appointments

The work year for full-time academic year or teaching members may be extended to a 12-month appointment with the member's agreement. Such members shall have an individual job description completed after receiving suggestions from CSU-AAUP. Conversion to a 12-month appointment shall result in the following: Entitlement to a total of twenty-two (22) working days of vacation each calendar year accrued at the rate of 1.83 days per calendar month of service. Employees may take vacation time following the completion of six (6) months of continuous employment in state service. Holidays shall be those enumerated in Article 8.11. Salary rate shall be computed by taking 12/10 of the member's academic year salary.

10.6.2 Load Credit for Non-Instructional Work

Additional non-instructional load credit for administrative and quasi-administrative duties performed by full-time members may be assigned by the President or designee. Such designation should follow departmental consultation. In each instance, a written description of the assignment and its duration, including the amount of reassigned load credit, shall be made with copies provided to the member, the chair of the affected department, and CSU-AAUP. Any in-house title attached to such assignment must carry the approval of the President, or designee, prior to use.

10.6.3 No full-time teaching member of the bargaining unit shall teach fewer than three (3) load credits per academic year.

10.6.4 Reassigned Time For Research

At the discretion of the President or designee following an advisory system established by the Academic Vice President, full-time members may be awarded reassigned time for research purposes or for supplementary laboratory credit of up to one quarter (1/4) load credit for each class hour of each laboratory selected. Total allocations for research shall be no less than sixty percent (60%) of the minimum credits allocated and for supplementary laboratory credit, no less than twenty-five percent (25%).

Load credits allocated for this purpose shall be no less than:

<u>Institution</u>	<u>Work Load Credits Per Semester</u>
CCSU	90
ECSU	30
SCSU	90
WCSU	36
Total	246

No individual may be awarded more than six (6) load credits per semester under this provision.