

CoLA Tentative NTT Workload Assignment
Academic Year _____

NAME: _____

SCHOOL: _____

Per the Collective Bargaining Agreement between the Board of Trustees of SIU and the SIUC Non-Tenure Track Faculty Association, IEA/NEA (Section 13.01), faculty workload assignment shall consist of teaching and/or equivalent duties and responsibilities. Such assignment shall be based upon a workload equivalent of twenty-four (24) credit hours of teaching per academic year for a 1.0 FTE appointment.

% FTE Assignment _____ : 100%

Tentative Assignment:

Faculty are expected to keep **6** hours/week of office hours in support of the above courses.**

% FTE Assignment _____ : 100%

Tentative Assignment:

Faculty are expected to keep **6** hours/week of office hours in support of the above courses.**

Note: **At the discretion of the Director; not to exceed six (6) hours a week per Section 13.01.

Note: Although the unit has attempted to make a definitive assignment at this time, this workload assignment may be amended (with notice to the faculty member) on or before July 15. Changes in a final workload assignment, for full time or continuing appointments, after July 15 can be made only for a subsequent change in circumstances (e.g., death or disability of a faculty member, employment of new tenured or tenure-track faculty, the closing of previously scheduled courses, level of external funding from grants, increase or /decrease in enrollment of assigned courses, reduction in total revenue, programmatic changes, budget reductions, etc.). [Section 13.03, Collective Bargaining Agreement].

Faculty Signature: _____ **Date:** _____
Signature of faculty member is intended solely to confirm receipt of the tentative workload assignment.

Director Signature: _____ **Date:** _____

Dean Signature: _____ **Date:** _____