

the end of the academic year. Written justification must be provided to support the postsecondary instructional faculty request. If the request is denied, justification will be provided in writing no later than five (5) days after receipt of request.

At the recommendation of the Dean and Vice President for Academic Affairs and the approval of the President, postsecondary instructional faculty may be placed on a ten (10) month (includes an additional twenty (20) work days beyond a nine (9) month assignment calculated at the true hourly rate), eleven (11) month (includes an additional forty (40) work days beyond a nine (9) month assignment calculated at the true hourly rate), or twelve (12) month assignment. Beyond a nine (9) month assignment, but less than a twelve (12) month assignment, compensation will be calculated at an hourly rate based on the postsecondary instructional faculty's academic year salary for any extension of the normal work year.

2. Work Week:

The work week shall not exceed five (5) days, exclusive of Sunday, except by the mutual written consent of the faculty member, Department Chairperson and the Dean as per Appendix D-Faculty Load Schedule.

3. Work Day:

The typical instructional work day for faculty should include no more than four (4) consecutive hours per day without an appropriate break. Faculty shall work no more than six (6) instructional contact hours per day. The work day for faculty may differ from any criteria set within this Agreement with the mutual written agreement of the faculty member, Department Chairperson, and the Dean as per Appendix D-Faculty Load Schedule.

4. Postsecondary Faculty Workload Schedule

a. The faculty workload is comprised of work assignments scheduled by the College and individual faculty members. Faculty work assignments include those duties and responsibilities described in detail in their Faculty Load Schedule (Appendix D) and/or Agreement to Alternative Assignment (Appendix D).

b. Workload assignments shall be developed using the following procedure:

Within the first months of the beginning of any semester, or as soon thereafter as possible, the Department Chairperson, in preparation for the next semester, shall:

- (1) Conduct a workload (teaching/other) assignment preference survey in the department; and
- (2) Conduct, with the assistance of department members, a student/instructional needs survey; and
- (3) Call a department meeting to establish a course offering schedule. Once approved by the department, there will be no changes without the advice and consent of the Dean; and
- (4) At the above (B.2.b.(1).(iii)) meeting, each member of the department will be given a copy of the department approved course offering schedule and shall determine what courses they desire to teach. In cases where more than one (1) faculty member desires a specific assignment, the following point system will be used:

- (a) Rank and Permanent Faculty Service with GCC – Points awarded for rank shall concur with points awarded in Article XXI.E.2.b.(1).