

## Appendix B – Workload.

- a. The base load for each full-time instructional faculty member will be 15 equated hours for all credit courses, effective Fall 2019.
- b. 3-unit introductory composition courses (limited to MJC ENGL 101, 102, 103 and Columbia ENGL 1A, 1B, 1C) shall each constitute 25% of a full-time faculty assignment.
- c. In order to evaluate the following courses MJC ENGL 105, 106, 111 and Columbia ENGL: 10, the class size shall not be fewer than 31 and load 25% through Spring 2020 at which time the parties shall evaluate the data on enrollment and success to set an appropriate class size and load factor up or down. These classes are exempt from the class size capacity determination working group in Spring 2019.
- d. **Equated Hours.** Hours of lecture and laboratory, scheduled as either full-term or short-term courses, count toward the 15 equated hours differently. Laboratory hours are credited as 80% of lecture hours.

1 weekly hour of lecture = 6.67% load.

**Example:** A typical 3-unit lecture is 3/15 or 20% of a fulltime faculty load. A faculty member teaching all lecture will teach 15 units of lecture, or 15 weekly hours in a traditional schedule, to achieve 100% load.

1 weekly hour of laboratory = 80% x 6.67% lecture load = 5.33% lab load.

**Example:** A typical 1-unit laboratory meets 3 hours per week in a traditional schedule. Applying the 80% laboratory factor, the load is 80% x 3/15 or 16% of a fulltime faculty load. A faculty member teaching all laboratory will teach 18.75 weekly hours in a traditional schedule to achieve 100% load.

The faculty member's total teaching load can be calculated as:

- e. The workload for Work Experience and Independent Study is prorated based upon past practice of 5% load per 8 students supervised, or 0.625% load per student.
- f. To promote equity in compensation between instructional and non-instructional faculty members for reassignments, if reassigned time for a non-instructional faculty member results in an overload, it shall be compensated comparable to that for an instructional faculty member with an instructional load.

**Example:** A 10% reassignment for an instructional faculty resulting in 10% overload results in payment for 26.25 hours at the instructional rate. A 10% reassignment for a non-instructional faculty member resulting in a 10% overload

would be compensated as a stipend for 26.25 hours at the instructional rate. If these two faculty members are at the same step and column, their payments for this same 10% reassignment will be identical.