

FACULTY WORKLOAD – ARTICLE 12

INSTRUCTIONAL HOURS

Didactic: 29-31 Instructional Hours Depending on Preps.

Non-Didactic: 29-33 Instructional Hours Depending on Preps.

PREPARATIONS

Mutual Agreement Required For

>3 Preps Per Semester

>5 Preps Per Academic Year

Excessive Preps Require Mutually Agreed Reduction in
College Service, Advising, and/or Office Hours.

(Reduction may be waived at sole discretion of faculty.)

NON-INSTRUCTIONAL HOURS = 11 HOURS

OFFICE HOURS

4 Office Hours over 4 Days

NON-INSTRUCTIONAL WORKLOAD

College Service – 4 Hours

Student Advising – 3 Hours = 14-19 Advisees

(Advisees may be scheduled during office hours)

REDUCTION MANDATED IN 11 HOURS OF NON-INSTRUCTIONAL HOURS IF

>31 Didactic Instructional Hours/Week

>33 Non-Didactic Instructional Hours/Week

REASSIGNED TIME

Reassigned Time = Twice Credit Hour Reduction

1 Office Hour Reduced for Each 3 Credit Reduction

STANDARDS

INSTRUCTIONAL AND REASSIGNED HOURS

29 – 35 Hours Per Week

With Reduction in Non-Instructional Work if

>31 Didactic Instructional Hours/Week

>33 Non-Didactic Instructional Hours/Week

and/or

>3 Preps/Semester

>5 Preps/Academic Year

CLASS SIZE

32 - Standard Class

28 – Approved Writing or Critical Thinking (See P. 86)

22 – English Composition, ESL, Introduction to Foreign Language, Remedial
and Developmental Courses

ACADEMIC YEAR

September 1 to May 31

2 Personal Days Per Calendar Year

10 Sick Days Per Academic Year

Critical Thinking Requirements

http://mccc-union.org/CONTRACTS/Day/Critical_Thinking.pdf

Workload Form & 2006-2009 Contract

<http://mccc-union.org/daycontract.htm>