

Eastern Washington University  
**Faculty Workload for AY \_\_\_\_\_**

Name: \_\_\_\_\_

Rank/Title: \_\_\_\_\_

Department: \_\_\_\_\_

Initial Proposal

Revision as of \_\_\_\_\_ (date)

Final Plan

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**Faculty Type**

<input type="checkbox"/> Tenured <input type="checkbox"/> Tenure Track	<input type="checkbox"/> Senior Lecturer	Full Time <input type="checkbox"/> 9 mos. Full Time <input type="checkbox"/> 10 – 12 mos. Part Time <input type="checkbox"/> (%)
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**Summary of Assignment Distribution**

Teaching <input type="checkbox"/> %	Scholarship <input type="checkbox"/> %	Service <input type="checkbox"/> %	Other <input type="checkbox"/> %
TOTAL EFFORT (must equal 100%): <input type="checkbox"/>			

**ON LEAVE** (please check all applicable)      Fall Quarter       Winter Quarter       Spring Quarter

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**1. Teaching/Librarianship Activity:** CBA 7.7.2 [former CBA 7.5.2]

% Effort \_\_\_\_\_

Instruction in regular academic courses and instructional service

Please fill in the **courses and** total number of credits you will be teaching for each respective quarter. This would include all classes and formula driven workload as identified by the CBA (e.g., 600/601). **Do not include any overload teaching assignments in your reporting. Overload assignments will be submitted via a payroll action form (PAF) with the work plan attached.**

Assigned and Formula-Driven Courses					AY	
Quarter	Fall		Winter		Spring	
List courses you are scheduled to teach and credits	Courses	Credits	Courses	Credits	Courses	Credits

**Other Teaching Responsibilities:**

Please fill in the total number of workload credits you have negotiated that will count towards your teaching load (e.g. credits described in Section 7.7.5 (b) (i) [former CBA 7.5.5] in the CBA [see below].

Negotiated Credit Courses					AY	
Quarter	Fall		Winter		Spring	
List courses and <u>equivalent</u> credits	Courses	Equiv. Credits	Courses	Equiv. Credits	Courses	Equiv. Credits

**TOTAL CREDITS FOR YEAR: \_\_\_\_\_**

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Assigned and Negotiated Duties in Librarianship		% Effort = ____
<b>List assigned and negotiated duties</b>		

**Note:** Section 7.7.5 (b) (i) [former CBA 7.5.5] – Determination of Workload

Where the credits associated with a particular mode of instruction do not fairly approximate the weekly student contact hours (e.g., science courses with associated labs, field applications, individual instruction), weekly student contact hours will be used in a conjunction with credits in determining the number and type of courses included in a faculty member’s annual workload. The relation between contact hours and credits will be determined by agreement between the faculty member, department chair and dean.

**2. Scholarship (Research/Creative Activity):** CBA 7.7.3[former CBA 7.5.3]

% Effort \_\_\_\_\_

Description of Activities, Plans or Projects (Please specify as % effort (CBA 7.7.5 (b)))

**3. Service (describe University, Professional, and Public service):**

% Effort \_\_\_\_\_

CBA 7.7.4 [former CBA 7.5.4]

