LETTER OF AGREEMENT
SPECIALIZED WORKLOAD ASSIGNMENT
WCSU DEPARTMENT OF BIOLOGICAL AND ENVIRONMENTAL SCIENCES CHEMISTRY GEOLOGY AND PHYSICS

For the life of the August 20, 1993 Collective Bargaining Agreement between the Connecticut State University American Association of University Professors and the Board of Trustees for the Connecticut State University, the parties agree that pursuant to Article 10.4 of said Agreement the following instructional activities shall receive the load credit indicated.

1. Workload credit for Laboratory Preparation

   a. The appropriate school dean and department chairperson shall, in consultation, determine how many faculty load credits will be allocated for preparation of laboratories. No more than three (3) load credits may be assigned in any semester.

   b. Once the number of credits is determined, the appropriate chairperson will assign them within the department.

   c. The number of credits assigned in any semester will be reduced if the school and university assigns to the several departments appropriate levels of either:

      (1) student laboratory assistants, or

      (2) graduate assistant credit hours, or

      (3) lecturer time, or

      (4) any combination of the above in order to accomplish the work of the several departments.

2. Workload credit for overloads in laboratory section.

   a. The capacity of a laboratory section shall be that number which the dean and department agree is educationally sound.

   b. When agreed upon capacity of a laboratory section is exceeded, the instructor of record will receive one-eighth (1/8) load credit per student. This credit shall be given if the overload exists at the end of the 3rd week of the semester.

   b. After the third week, the department chairperson only shall give permission for students to change laboratory sections when the section is at capacity.