

ARTICLE 9 - CALENDAR

- 9.1 **Work Year.** Employees contracted to work a three (3) term year shall work ~~one hundred seventy-one~~ **one hundred seventy five** days as scheduled by the College. The ~~174~~ **175** days include 165 instructional days, and ~~six (6)~~ **ten (10)** non-instructional days. (The contracted faculty salary schedule shall be increased commensurate with the number of increased work days.)
- 9.1.1 The work year shall consist of Fall, Winter, and Spring terms unless agreed to by the individual faculty member, the Association, and the College.
- 9.1.2 Summer term may include assignments of varying lengths as scheduled by the College that total the faculty member's usual credit assignment for a term, are consistent with Article 35 and college workload practices, and are agreed to by the individual faculty member, the Association and the College.
- 9.2 **Non-instructional Days**
- 9.2.1 **Non-instructional Days - Contracted.** ~~Six~~ **Ten** non-instructional days may be scheduled by the College for contracted faculty prior to the beginning of classes each fall term. ~~Four~~ **Seven** of the non-instructional days shall be assigned for Fall in-service activities as described in Article 9.3. The remaining ~~two~~ **three** non-instructional days that fall outside of fall in-service may be scheduled and assigned by mutual agreement of the faculty member and her/his manager. In addition to these five non-instructional days, one (1) day of in-service shall be scheduled during the Winter or Spring term.
- 9.2.1.1 ***The last day to register to vote and Election day in November shall be a paid, non-instructional working days for the purpose of a teach-in, voter registration, and education of students and the community to further the goals of a participatory democracy, including civic engagement and voting rights.***
- 9.2.2 **Non-instructional Days - Part-time.** Each part-time faculty member shall be compensated for attendance of a maximum of ~~thirty-two (32)~~ **sixty-four (64)** hours of college-wide in-service scheduled activities every academic year. Part-time faculty will be compensated at their hourly rate for all hours attended. ***Eight of these hours shall be limited in use for student outcome assessment activities. Up to ten (10) of these hours may be used for class preparation.***
- 9.2.2.1 Up to a maximum of ~~twenty-four (24)~~ **thirty-two (32)** hours of in-service attendance for part-time faculty members shall be compensated each year prior to or during the fall term if the

employee works as a member of the bargaining unit during fall term. These hours will typically be scheduled prior to and contiguous with fall term. The primary purpose of these hours is for in-service attendance. Part-time faculty members not utilizing all ~~twenty-four (24)~~ **thirty-two (32)** hours during in-service may use any and all remaining hours for meeting attendance and/or on campus workshops and trainings prior to the end of the next Spring term. ***Part-time faculty not scheduled to work in Fall but anticipated to work in Winter or Spring shall be eligible to access inservice hours for use in Fall.*** Faculty members shall report such activities via their electronic time sheet.

9.2.2.2 Up to an additional ~~eight (8) hours sixteen (16)~~ **thirty-two (32)** of in-service attendance for part-time faculty members shall be compensated by the College each year for part-time faculty in either ***at the rate of sixteen (16) hours per term in the winter or and*** spring terms if the employee works as a bargaining unit member during the term the in-service is held. This additional time for part-time faculty in-service shall be scheduled for a college-wide activity or event and is not available for a discretionary assignment. The primary purpose of these hours is for in-service attendance. Part-time faculty members not utilizing all ~~eight (8) sixteen (16)~~ **thirty-two (32)** hours during in-service may use any and all remaining hours for meeting attendance and/or on campus workshops and trainings any time during the current academic year. Faculty members shall report such activities via their electronic time sheet.

9.2.2.3 Whenever part-time faculty are scheduled by a college department or division manager for in-service activities that are not related to college-wide functions, such part-time faculty shall be compensated at their hourly rate of compensation.

9.2.2.4 When scheduling in-service hours for part-time employees, the College shall be considerate of the employee's obligations not related to his or her Lane Community College assignment.

9.3 **Fall In-service.** ~~Fall in-service shall be held on the Tuesday, Wednesday, Thursday, and Friday immediately prior to the first week of classes in fall term.~~ Fall in-service shall be held on the ***Thursday, and Friday afternoon (i.e. ten eleven days prior to the beginning of Fall term), Monday, Tuesday, Wednesday, Thursday, and Friday immediately prior to the first week of classes***

in fall term. Monday shall be scheduled for student outcomes assessment activities. Tuesday morning shall be scheduled for professional development activities, mutually planned, agreed to, and implemented, by a committee including no less than three faculty members, including the Faculty Professional Development Coordinator and selected by the Faculty Professional Development Oversight Committee. Wednesday morning may be scheduled by departments/divisions for faculty meetings; Tuesday afternoon may be scheduled for faculty sabbatical reports. Thursday morning may be scheduled by the College for the President to meet with the faculty. Thursday afternoon may be scheduled by the Association for an All Faculty Meeting; no other faculty events may be scheduled during the All Faculty meeting. **The first Thursday**, Wednesday afternoon, and **both** Fridays shall be class prep days; no other required activities may be scheduled for faculty members on class prep days. **Fall in-service days shall be scheduled as follows.**

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Day	Activity
Thursday (11 days before Fall term begins)	College-Scheduled Day
Friday	Class Preparation
Monday	Assessment Day
Tuesday	College & FPD planned morning; Sabbatical Reports afternoon
Wednesday	Department Division meeting morning; Class prep afternoon
Thursday	College Scheduled morning; Association Scheduled All Faculty Meeting afternoon
Friday before Fall term begins	Class Preparation
Three floating days	Non-Instructional / Class Preparation

- 9.4 **Faculty Connections.** Faculty Connections is a faculty-organized orientation of new faculty members. Faculty Connections shall be held the Monday **and/or Tuesday** immediately prior to Fall in-service or as determined by the Faculty Connections Steering Committee.
- 9.5 **Calendar Preparation.** The scheduled work year shall include those holidays recognized as paid holidays by the College that fall within the teaching calendar. A copy of the proposed calendar will be sent to the Association for its review and recommendations prior to its official adoption by the Board.
- 9.6 **Recognized Paid Holidays Listed.** The following holidays will be recognized by the College as paid holidays if the employee's contract incorporates such days so that he/she is required to work the last day preceding and the first day following the holidays, excluding weekends: Juneteenth, **Indigenous People's**

Day, Veterans' Day; Thanksgiving Day, and the following Friday; Martin Luther King, Jr.'s Birthday; President's Day; Memorial Day; New Year's Day; 4th of July; Labor Day; Christmas Eve; Christmas Day; and the day following Christmas. When Christmas falls on Wednesday, the following two (2) days are observed as holidays instead of the last working day before and the first working day after Christmas day. ***Two paid floating holidays shall be added for individual faculty use for religious and/or cultural celebrations or holidays not recognized as official holidays by LCC.***

- 9.7 **Calendar Modification.** If during the term of this Agreement, the College proposes an academic calendar that does not provide vacation periods of **at least:** a) **three (3)** ~~two (2)~~ weeks between fall and winter; b) one (1) week between winter and spring; and c) one (1) week between spring and summer, then such proposal shall be subject to negotiations upon request by the Association.