

Workload Revisions

The Joint Workload Taskforce Survey Results and Workload Findings MOA shall be amended as follows except that any parameters with a maximum lower than the parameters outlined herein shall not be modified. (For example, a lecture course with a maximum of 29 students in the Joint Workload Taskforce Survey Results and Workload Findings MOA shall not be amended as a result of the changes to maximum class sizes listed below.)

One (1) weekly lab hour = ~~0.682~~ **1.0** TLC, except for Nursing where one (1) weekly lab hour = ~~0.841~~ TLC.

Lab TLC. The TLC factor for all lab instruction shall be the same as for lecture such that one (1) weekly lab hour = 1 TLC. All references and calculations for Lab TLCs and calculations for Lecture-Lab TLCs shall be updated to reflect the new lab rate of one (1) weekly lab hour = 1 TLC. TLCs for Lecture-Lab hours shall be calculated based on the following distribution. One half of weekly lecture-lab hours for a course shall be attributed the lecture TLC, and one half of weekly lab hours shall be attributed the lab TLC.

Annual Max TLC for all departments/ programs shall not exceed 40.

Maximum class sizes shall not exceed 30 for lecture courses or 24 for courses with any lab or lecture lab instruction. Maximum class sizes for clinicals shall not exceed current maximums or maximums set by external regulation, whichever are lower. Weekly student contact hours for lecture courses shall not exceed 400.

At the end of each academic year, faculty members with 30% or more of their students receiving accommodations shall receive additional compensation equivalent to one course for one term at their annual average course FTE. Contracted faculty may elect a commensurate reduction in annual workload for the subsequent academic year in lieu of this overload compensation. Additional compensation paid through this provision shall not count toward part-time faculty members' annual FTE for the purpose of the part-time faculty definition outlined in Art. 1.1.6.

Independent study for all instructional faculty shall be attributed 1 TLC per 6 student weekly student contact hours (i.e., one credit lecture for six enrolled students), and independent study assignments shall be available to all faculty in a fair and equitable manner.

Nursing integrative practice shall be attributed 1.42 TLC per student.

Article 35 shall be amended as follows.

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- 35.1.1 **Social Science:** Fifteen (15) credit hours, or ~~450~~ 400 weekly student contact hours at the beginning of the third week for large lecture classes with a

maximum of three (3) preparations. Four (4) different course preparations is a full workload.

35.1.2 **Health Occupations:** ~~Twenty two (22)~~ **Fifteen (15)** weekly contact hours in a laboratory situation. Number of students determined by number of lab stations or by program requirements.

35.1.3 **Biology:** Three (3) combination lecture and laboratory courses with twenty-four (24) students each, ~~which meet for six (6) hours per week for four (4) credit hours (18~~ **15** contact hours per week). Maximum of two (2) preparations.

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35.1.5 ~~The parties agree that 36-48 credit hours as used in Section 35.1 is intended to provide flexibility for assignments with four (4) credit hour courses. For example, four (4) classes for four (4) credit hours each for three (3) terms would equal 48 credit hours per year. It is not intended to require instructors to teach 16 three-credit sections per year.~~ **Contracted faculty shall receive their preferred course assignments. In cases where two (2) or more contracted faculty desire the same class section or sequence, and a collegial decision cannot be made, the desired section or sequence time slot will be assigned to the most senior faculty. That section or sequence will then rotate, based on seniority, among the affected faculty. Part-time faculty with seniority shall be afforded an opportunity to indicate their preferences, and assignments shall be made in accordance with Art. 34.**

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35.3.1 Faculty are professional employees exempt per ORS 653.020 from overtime compensation. Non-teaching workload shall apply to contracted faculty only, and shall comprise 15% of the faculty member's FTE, averaged over the academic year. Because faculty are exempt and not hourly employees, non-teaching work is not tracked on an hourly basis, **so faculty shall not be required to report hours, FTE, or otherwise quantify non-teaching work.** However, for the purpose of providing an example, 15% for a faculty member teaching 1.0 FTE equates to an average of six hours per contract week. If such activities cannot be accommodated within this schedule, the particular workload issues will be raised to the Division/Department Chair as outlined in 35.4. If the workload issue is not resolved through the Department/Division Chair process the issue may be raised to the LCCEA President and the Vice President for Instruction and Student Services via the process outlined in Article 35.4.

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Status quo language from Office Hours MOA:

35.3.3 Office hours. An office hour is a pre-determined and published 50-minute time slot when an instructor is available to meet with students. An office hour may be held face-to-face or via synchronous online communication (including chat, video conference, etc.).

35.3.3.1 Contracted faculty will be generally available, e.g., responding to email, holding office hours, or otherwise communicating with students, whether in-person or online, every day of the work week. Instructors (contracted and part-time) will have at least one scheduled office hour each week for each section taught, not to exceed 5 hours per week if more than five sections are taught. Instructors teaching less than 1.0 FTE (contracted and part-time) will hold scheduled on-campus office hours no less than one day per week, unless teaching entirely online. Efforts shall be taken to schedule office hour/s at a time convenient for students enrolled in the class section, with consideration to program scheduling. Any exceptions to the above practices must be approved in writing each academic year by the division or department dean or director.

35.3.3.2 The outdated “instructor hours on campus” procedure has not been in effect for many years and shall be removed from COPPs and any other College policy / procedure catalog.