



New CBA highlights
Article 16, Workload
Sept 13, 2021

Dear faculty,

As you know, following 15 months of negotiations, we have a new Collective Bargaining Agreement which includes increases to: base salary, professional development funds, per diem payment, and minimum salaries at all ranks, and which preserves retirement contributions, sabbatical benefits, promotion increases, and health benefits. We have noted the various changes in this agreement in meetings and emails to members since last spring. In this communication, we want to highlight a few specific changes that are now in effect so members are fully aware. These relate to department level revisions of course equivalency policies in Article 16, which is a change we were able to negotiate to begin to bring more transparency, and ultimately fairness, to how faculty workload is calculated. **Please note that each department or unit should undergo a review of course equivalency policies for all courses and other instructional activities this semester, per the new CBA. This process is an opportunity for faculty in all departments to discuss and develop reasonable, transparent, and fair course equivalency policies.** In past contracts, departments only developed course equivalency policies for online courses, large enrollment courses, and supervision of theses, dissertations, internships. The new CBA has expanded this so that departments develop clear course equivalency policies for 'all credit-bearing instructional activities'. See detailed contract language below.

Please reach out to our Contract Administration Committee with any questions about these provisions or concerns about their implementation (contract@unitedacademics.org).

New language added to Articles 16.15 and 16.16 contract language is bolded below:

16.15

The faculty and the Chair in each department or equivalent unit shall develop **course equivalencies for all credit-bearing instructional activities to which faculty may be assigned. This shall include, but not be limited to: course instruction, regardless of the mode of delivery (i.e., lecture, discussion, laboratory, studio, online, hybrid, etc.) or size of the class (i.e. seminar, medium-size lecture, large enrollment, etc.);**

and supervision of theses and dissertations, independent studies, reading and research, and supervision of internships. This shall be completed with the participation of department faculty within six months after ratification of the contract. Such guidelines will be sent to the Dean and the Provost for review. Upon approval by the Dean and Provost, these course equivalency guidelines shall be distributed to faculty **and posted electronically, and also sent to the Union**, and shall be implemented in the immediately subsequent academic year.

These guidelines shall be used by Chairs when making instructional workload assignments.

Approved course equivalency guidelines for each department or unit shall be housed on the Provost Office's website.

The faculty and Chair in each department or equivalent unit shall review and may revise at any time these course equivalencies, but the review will happen at least every **three (3) years**. Proposed changes will be sent to the Dean and Provost for review. Upon approval by the Dean and Provost, the standards will be distributed to faculty, **and also sent to the Union**, and will be implemented in the immediately subsequent academic year.

16.16

Each department or equivalent shall have guidelines for the selection and instruction of online courses.

The faculty and Chair in each department or equivalent unit shall review and may revise such equivalencies at any time but the review will happen at least every three (3) years. Proposed changes will be sent to the Dean and Provost for review. Upon approval by the Dean and Provost, the revised guidelines will be distributed to faculty and will be implemented in the immediately subsequent academic year.

Guidelines for each department or unit for the selection and instruction of online courses shall be housed on the Provost's website.

When assigning online or hybrid courses as part of a faculty member's workload, the Chair shall act in a manner consistent with the guidelines developed by the department.

In such circumstances, it shall be the responsibility of the Department Chair to ensure that the faculty member to whom such an assignment is made has been sufficiently

trained on on-line teaching, at University expense, prior to any such requirement. On-line course work will be taken into account as one of the factors that the Chair shall consider in setting the workload of faculty members pursuant to Article 16.2. Assignment of on-line courses to faculty members shall be consistent with department or unit guidelines developed under this Article and with consideration of the factors delineated in Article 16.2.

Final notes: The full Collective Bargaining Agreement is available [here](#), and always available on our website. If you would like a hard copy of the CBA, please email info@unitedacademics.org.

If you have any questions about these or other provisions in the contract, please reach out to your Department Rep, College Delegate, or the UA Contract Administration Committee (contract@unitedacademics.org).