

UNIVERSITY-LOCAL 1904 TENTATIVE AGREEMENT

SUMMER DEPARTMENTAL ADMINISTRATION

1. The chairperson of each academic department shall develop a plan for the administration of the department during the months of July and August complete with a set of goals and objectives to be achieved during this period
2. The University shall provide a list of responsibilities for summer department administration to establish the context for such goals and objectives.
3. The departmental summer administration plan shall be submitted to the Dean by April 1st of each year.
4. The plan must indicate which full time faculty will be handling departmental responsibilities as set forth in #1 above and their specific schedule(s) including name(s) and times/dates in order to provide a total full-time departmental faculty presence on campus for 20 hours per week from 2:00-7:00 on Monday, and 10:00-3:00 on Tuesday, Wednesday, and Thursday . This presence shall be in addition to that of any departmental administrator assigned to the department. Persons included on the schedule are permitted to teach summer session courses outside the hours specified on the schedule.
5. The Dean shall review the plan within the context of the list of responsibilities and the needs of the department and school/college. If clarification or modification of the plan is necessary, the Dean and the chair will meet to clarify/resolve such issues. Once all issues are resolved to the Dean's satisfaction, the Dean shall authorize the funding of departmental summer activities.
6. To the extent that the Dean intends to establish regular meetings of summer chairs, the Dean shall provide the schedule of meetings to the chairs at the time departmental plans are approved.
7. July 1st, each department with a plan that has been approved by the Dean shall be allocated funds to support the full range of department responsibilities occurring from July 1st to August 31st as follows: departments will be designated by the Dean as Level I, Level II, or Level III. For summer 2008, departments in Level I will receive \$16,500, Level II will receive \$10,500 and Level III will receive \$6000. In each year of the agreement thereafter, these amounts shall be increased by the same percentage across-the-board increase negotiated in the Statewide Agreement.
8. The total pool of compensation for summer departmental administration in the summer of 2008 shall be \$406,500. Over the term of this agreement (AY 2008-2010), the total amount of compensation for summer departmental administration will not be less than \$406,500 per year despite potential movement of academic departments from one level to another from year to year.
9. By September 30th, each academic department/summer chair shall meet with the Dean to jointly assess the success of the plan. The full range of departmental responsibilities over the summer months shall be addressed and potential modifications to the plan for the

succeeding summer considered. This assessment will inform the Dean's consideration for the department's plan for the succeeding summer.

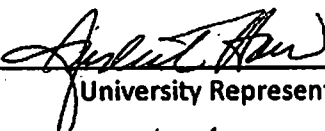
10. Each year of the agreement, Local 1904 will receive a list that specifies the level assigned to each academic department for summer administration as well as information sufficient to ensure equity and fairness in the assignment of work and compensation from the University.

Other Understandings

The requirement to be in the department office during the hours specified in the agreement is understood to include times at which the faculty member responsible for departmental administration may be on campus, but not specifically in the office. In circumstances where the faculty member is not in the department office, she/he must be immediately reachable by cell phone. Times at which the faculty member may be on campus but not in the office include when she/he is at lunch on campus (it is not within the term of the agreement to go to lunch off campus when covering the department), at a campus meeting, at the library, etc.


If a department cannot find departmental faculty members to provide the specified coverage, the department may suggest a faculty member outside the department, who is not already involved in departmental summer administration and who has knowledge of the department.

New and significantly different work assignments beyond the scope of the plan shall not be assigned by the Dean unless mutually agreed to by the chair and the Dean.



University Representative
11/12/08

Date



Union Representative
11/12/08

Date