

**CONGRESS/AFSCME NEGOTIATIONS  
2007 – 2010 CONTRACTS**

**AGREED UPON LANGUAGE**

**SUPPLEMENTAL LETTER OF AGREEMENT**

**RE: ADDITIONAL RESPONSIBILITIES OF TEACHING FACULTY**

In the course of negotiations, the parties have identified shared concerns regarding the professional responsibilities of teaching faculty beyond those associated with classroom instruction and related duties. The parties recognize that, as professionals, teaching faculty are expected to extend their services to meet other institutional needs related to the mission, goals, and priorities of the college and System. Further, the parties acknowledge that the employer has the responsibility and the right to require the satisfactory fulfillment of appropriate Additional Responsibilities as part of the teaching workload requirement set forth in Article X, Section 2, and to evaluate the quality of services rendered under the provision as part of the employee's overall evaluation.

To this end, each college shall publish and distribute to all members of the teaching faculty a comprehensive statement of its institutional mission, goals and priorities. At the conclusion of the spring semester, on or before June 1, each faculty member will submit a report indicating the specific activities that were undertaken to meet the obligation of Article X, Section 2. The report shall recommend Additional Responsibilities for the following year. The report will also be included in the faculty member's professional file and be considered for purposes of evaluation. The employer will determine whether the statement satisfies the obligations specified in Article X, Section 2, and is consistent with the priorities of the college and the System.

It is contemplated that questions regarding Additional Responsibilities may be resolved by means of correspondence or discussions during the summer months. Unit members shall not be required to participate in any such discussion and the employer shall incur no liability as the result of any such discussion.

Should it be determined that the statement does not satisfy this intent or that there are other priorities, the employer will so notify the faculty member on or before September 1. The faculty member will be encouraged to file an amended statement within fifteen days of receiving this notice. The employer will confer with the faculty member upon the request of the faculty member and make a reasonable effort to reach agreement on the Additional Responsibilities. By September 15, or as soon thereafter as possible, the employer shall provide a statement of Additional Responsibilities to the faculty member, which shall be a part of the professional file. It is recognized that circumstances may necessitate alteration in the Additional Responsibilities during the academic year. Changes may be initiated by either the employer or the faculty member, but must be approved by the employer.