



# Minnesota State College Faculty

## Contract Connection

February 2012

### The Basic Work Year – Article 10, Section 1

#### **Contract Language**

For purposes of compensation and workload calculation, the full-time academic work year shall consist of one hundred seventy-one (171) days spread over two semesters. Within this total, each college shall identify and publish an academic calendar that includes class days, test days, and duty days assigned by the administration. Up to two (2) administration assigned duty days may be scheduled during the summer as a part of the calendar determination process described below. Days not identified for these purposes shall be utilized by instructors for activities necessary for the successful accomplishment of their professional responsibilities.

The determination of the actual number and configuration of the class, test, and administration assigned duty days in each semester shall be by agreement of the leadership of the administration and the faculty at each college. Such agreement shall be reached after two (2) meetings or the calendar shall contain the same number and configuration of class, test and administration assigned duty days as the previous academic year. Before the calendar is finalized, the student leadership shall have the opportunity to review and comment on the proposed calendar.

#### **Key Concepts**

- The contract identifies four types of days: class days, test days, administration assigned duty days, and days for professional responsibilities. These terms should be used when creating and referring to the calendar in order to avoid confusion.
- The calendar, by definition, is spread over two semesters. Alternate or flexible calendars require special agreement and must meet certain criteria.
- The calendar is established via agreement between the college administration and faculty leadership (chapter president). The academic year calendar is **not** a Faculty Shared Governance Council item.
- If agreement on the calendar is not reached after two meetings, the calendar reverts to the previous year's structure. The process should not be prolonged.
- The scheduling and activities of professional responsibilities days are determined by the individual faculty member.