

which list shall include the name, address, effective date of hire, and teaching load of such employees. Thereafter, the Employer shall advise the Federation, in writing, of Faculty Members hired or terminated or as to any changes in working hours, by providing the Federation with the semester summary of working hours. All appropriate deductions shall be forwarded to the Treasurer of FTCT, Local 1942.

6.3. OTHER DEDUCTIONS

The Employer shall continue to make such deductions authorized by members of the bargaining unit as are in effect upon the effective date of this Agreement, including but not limited to: Teachers Retirement, State Retirement, Tax Sheltered Annuities, Credit Union, and the FTCT COPE Fund and FTCT Scholarship Fund.

Pursuant to Section 5-260a of the Connecticut General Statutes, upon receipt of a professional staff member's written request, the employer shall deduct from that staff member's salary each pay period the requested payments to the AFT Political Action Committee and remit same promptly to the AFT, together with a list of names of unit members from whose salaries such deductions were made.

6.4. INDEMNIFICATION

The Federation shall indemnify the Employer and hold said Employer harmless against any claim, action, proceeding, judgment or other costs or obligations, financial or otherwise, arising from compliance by said Employer within the provisions of this Article. Any funds remitted to said Federation by said Employer, pursuant to the provisions of this Article, shall thereafter become the sole and exclusive obligation and responsibility of the Federation.

ARTICLE VII.

RIGHTS OF THE BOARD OF TRUSTEES

Except to the extent that there is contained in this Agreement an express and specific provision to the contrary, all the authority, power, rights, jurisdiction, and responsibility of the Board are retained by and reserved exclusively to the Board, including, but not limited to, the right: to determine the mission of the System and the methods and means necessary to fulfill that mission, including the discontinuation of services, positions or programs in whole or in part; to determine the content of job classifications; to establish and enforce standards of efficient

performance; to maintain discipline, order and efficiency; to determine educational policy, programs, and courses; to direct employees and to determine their duties and professional assignments; to determine the days and hours of the operation of the colleges; to determine the academic calendar and to schedule work; to determine the quality, quantity, and types of equipment to be used; to determine the composition of committees; to introduce new methods and procedures and facilities; to determine staffing requirements; to determine whether the whole or any part of an operation shall continue to operate; to determine expansion or reduction of operations; to select and hire employees; to determine qualifications; to reward and to promote unit members; to suspend, discipline, or discharge unit members for just cause; to transfer and assign unit members; to lay-off unit members for lack of work or other legitimate reasons; to recall unit members; to determine that unit members shall or shall not perform certain functions; to take all necessary actions to carry out its mission in emergencies; to promulgate rules and regulations, provided that such rules and regulations shall not be exercised so as to violate any of the specific provisions of this Agreement.

ARTICLE VIII.

PROFESSIONAL WORKING CONDITIONS

8.1. WORK YEAR.

8.1.1. Teaching Faculty Work Year

The work year of all teaching Faculty Members shall consist of up to 168 workdays plus attendance at commencement. Commencement may be scheduled on any day of the week (Monday through Sunday); provided, however, attendance at any commencement scheduled after June 1st shall not be mandatory.

The work year shall consist of two semesters (Fall and Spring), each having up to eighty (80) instructional/exam days. In addition, up to eight (8) College Days may be scheduled within the work year set forth in Section 8.1.1.1 below.

Faculty who volunteer and work on registration days scheduled outside of the work year referred to in 8.1.1 of the agreement shall have the day(s) credited to their College Day obligation.

8.1.1.1. Teaching faculty shall be scheduled consistent with the following:

a) Fall Semester: Between the fourth Monday in August and the day prior to Christmas Eve, inclusive.

b) Spring Semester: Between the third Monday of January and June 1st, inclusive.

8.1.2. Class Schedules

The class schedule for teaching Faculty Members shall be published by May 15 for the succeeding Fall semester and by November 15 for the succeeding Spring semester. Said schedule shall include each Faculty Member's individual teaching schedule and such other professional commitments as are generally applicable to the bargaining unit's members. The schedule shall include dates and times. Nothing contained in this Section shall be deemed to limit the right of the Employer to schedule Faculty Members or the right of the Employer to amend schedules after the dates set forth above to meet the needs of the Colleges and to respond to enrollment demand or the lack thereof.

8.2. **WORK DAYS**

8.2.1. Teaching Faculty Work Days.

Teaching Faculty Members are committed to the operation of the colleges five days a week, Monday through Friday. No teaching Faculty Member shall be scheduled, without his/her consent, to teach on Saturday or Sunday. Recognizing the desirability of making courses available to students on weekends on an experimental basis, the Employer may seek volunteers from among the teaching faculty to perform such weekend instruction.

8.2.2. Teaching Faculty Work Hours.

Teaching faculty may be scheduled to work during the hours between 8:00 a.m. and 10:00 p.m. Monday through Thursday and between the hours of 8:00a.m. and 4:30p.m. on Friday subject to the following limitations.

8.2.2.1 No teaching Faculty Member shall be scheduled in any day for a period in excess of eight (8) clock hours. For example, a

Faculty Member scheduled for class at 8:00 a.m. shall not be scheduled for a class which ends on that day after 4:00 p.m. and;

8.2.2.2 No teaching Faculty Member with a class assignment after 6:00 p.m. on one day shall be given any assignment prior to 10:00 a.m. on the next day without his or her consent.

8.2.3 Teaching Faculty Scheduling

With the agreement of the Department Chairman/Coordinator and Academic Dean, and if there is no serious disruption of other teaching faculty and/or students, no overt attempt shall be made to schedule any Faculty Member for any particular number of days per week for the sole purpose of having said Faculty Members present on any given day(s).

8.3. ANNUAL WORKLOAD

8.3.1. Teaching Faculty

During each academic year, full-time teaching faculty shall:

8.3.1.1. teach twenty-four credit hours and perform related duties as provided in Section 8.3.5. below;

8.3.1.2. perform additional responsibilities equivalent to the preparation and teaching of an additional three contact/credit course or an average of nine hours per week for each semester within the appointment year or teach an additional three contact/credit hours each semester or combine additional responsibilities with additional contact/credit hours as provided in Section 8.3.6. below.

8.3.1.3. Laboratory hours in the sciences (including computer courses) and technologies shall be treated the same as lecture hours for teaching credit purposed – that is they shall not have a lab/lecture ratio. The ratio of lecture hours to clinical hours in allied health, art studio hours, hospitality and food service laboratory hours, and all other courses having a laboratory, studio, or clinical component shall be .826. The present ratio for lecture hours to practica hours shall continue in effect.

8.3.1.4. The parties agree that it is desirable to limit the number of class preparations required of a teaching faculty member to

three per semester; however, it is recognized that the assignment of a fourth preparation may be required in special cases to accommodate the needs of the college. Whenever possible, the fourth preparation will be assigned on the basis of mutual agreement between the teaching faculty member and the President or his/her designee.

8.3.1.5. The parties recognize that in some cases, in order to accommodate the needs of the college, the teaching load of a teaching faculty member may have to be unequally divided between the semesters of an academic year. Whenever possible, such an arrangement shall be on the basis of mutual agreement between the faculty member and the President or his/her designee. No teaching faculty member shall be assigned more than 16 contact/credit hours – including the time spent on additional responsibilities pursuant to this agreement – during any one semester.

8.3.1.6. The parties agree that an individual cooperative education or field-work placement which involves both the development of work placement and on-site evaluation by the unit member may be considered to be equivalent to six (6) student contact hours. This provision constitutes a general guideline and shall not be deemed to require a reduction in work load for any unit member.

8.3.2. Librarians and Counselors

8.3.2.1. The regular annual workload for a Librarian (10-month) or Counselor (10-month) shall be five (5) days per week, which may include Saturday or Sunday, for a period of ten-months (August 15 through June 14). Unless otherwise agreed to by the individual concerned, all employees in Counselor (10-month) or Librarian (10-month) positions must have two consecutive days off in each week, at least one of which must be a Saturday or Sunday. Such employees may be scheduled between the hours of 8:00 a.m. and 10:00 p.m. Monday through Thursday and between the hours of 8:00 a.m. and 6:00 p.m., Friday, Saturday and Sunday.

The regular workday for a Librarian (10-month) or Counselor (10-month) shall be seven (7) continuous hours per day, excluding a meal period (e.g. 9:00 a.m. to 1:00 p.m., lunch, and 2:00 p.m. to 5:00 p.m., or 8:00 a.m. to 12:30 p.m., lunch, and 1:00 p.m. to 3:30 p.m.

8.3.2.1.1. The regular annual workload for the position of Librarian (12-month) and Counselor (12-month) shall be five days per