

Memorandum of Agreement February 2019
General Principles Regarding Implementation of CBA Article 16.4.b

This memorandum of agreement is being made between the University of Vermont (UVM) and United Academics (UA) in an effort to clarify the intent of Article 16.4.b of the Collective Bargaining Agreement, which states in relevant part:

If a non-tenure track faculty member teaches eight (8) courses a year for two (2) consecutive academic years, s/he will be entitled to a one course reduction for the following academic year. In that third year, s/he will be assigned no more than seven (7) courses, with no substitute work assignment, no reduction in FTE and no increase in class capacities.

It is provided, however, that if there are student needs that would require the course to be taught by the non-tenure track faculty member, and if there was no replacement available to teach that course, then the Department Chair or designee can assign such faculty member to teach that course in the third year. In such cases, the one course reduction will be deferred until the following year. The deferred year shall count toward the next course reduction.

For the course reductions above, the parties will need to discuss implementation of the reductions and staggering the availability of the course reductions such that no more than one-third of the eligible faculty in a given department or unit will be receiving the reduction in any given academic year.

Academic Year 2017-2018 will be the first year for counting consecutive years teaching the number of courses indicated above. Further, the parties agree that a full or partial professional development leave will end the counting of consecutive years under these sections.

UVM and UA agree that course releases made under Article 16.4.b will adhere to the following principles:

- Courses/Sections “taught” must be 3-credits or more to be counted towards eligibility
- Must be courses taught (course equivalents and course releases do not apply)
- Courses taught on overload do not apply
- Independent Study course credits do not apply
- Supervisory credits related to master’s and doctoral studies (or honor’s theses) do not apply
- Co-taught courses are counted for up to two instructors of record (beyond two instructors of record and the course will not be eligible for the purposes of this article).
- Supervision of internships and practica, even for course credit, do not apply

Regarding staggering the availability of the course reductions “such that no more than one-third of the eligible faculty in a given department or unit will be receiving the reduction in any given academic year,” it is expected that these reductions will be made thusly:

While only 1/3 of eligible faculty in each unit will be granted the release each AY, no faculty member’s release will be delayed more than 2 years due to such staggering. In departments or units where the number of eligible faculty does not evenly equate to 1/3, the examples listed below provide suggested guidelines for Chairs and/or Deans for managing the staggering of releases.

In determining which releases may need to be delayed, student needs will be prioritized first. If all other factors are equal, the release will be prioritized by UVM benefit service date (e.g., if all other factors are

equal, those with the greatest length of service will receive the release first.) If the UVM benefit service date is the same, the Chair or Dean will decide.

Beginning in Academic Year 2020-2021, the parties acknowledge that there will be additional flexibility in the staggering of the course releases. Previously eligible faculty whose release was delayed may be prioritized before newly eligible faculty regardless of length of service. In all cases, ultimately, the Chair or Dean will make the final decision on the assignment of courses and any course releases.

Examples for AY2019-2020:

2 faculty are eligible

Faculty A – Release year 1

Faculty B – Release year 2

3 faculty are eligible

Faculty A – Release year 1

Faculty B – Release year 2

Faculty C – Release year 3

4 faculty are eligible

Faculty A – Release year 1

Faculty B – Release year 1

Faculty C – Release year 2

Faculty D – Release year 3

5 faculty are eligible

Faculty A – Release year 1

Faculty B – Release year 1

Faculty C – Release year 2

Faculty D – Release year 2

Faculty E – Release year 3

6 faculty are eligible

Faculty A – Release year 1

Faculty B – Release year 1

Faculty C – Release year 2

Faculty D – Release year 2

Faculty E – Release year 3

Faculty F – Release year 3

If a full-time faculty member's FTE reduces in a year they are eligible for the release, they will still receive a course release. Nothing in the section is meant to preclude a faculty member from voluntarily agreeing to teach a course on overload in the year they also receive a release.



For the University

Date: 3/20/19



For United Academics

Date: 3/20/2019