

APPENDIX VII

Partial Load Assignment Calculator

College _____ Dept. _____

Teacher _____

Period Covered by PLAC From _____ To _____

| Course/ Subject Identification | Assign Teaching Contact Hours | Language(s) of Instruction | Preparation | | | | Evaluation Feedback | | | | |
|--|----------------------------------|-------------------------------|-------------|------------|------------------|-------------------------------|---------------------|------------|------------|------------------|-------------------------------|
| | | | Type | Factor | Attributed Hours | Additional Attrib' d Hours | Class Size | Type | Factor | Attributed Hours | Additional Attrib' d Hours |
| References to Collective Agreement | 11.01 B & C | 11.01 D | 11.01 D | 11.01 D | 11.01 D | 11.01 D | 11.01 E | 11.01 E | 11.01 E | 11.01 E | 11.01 E |
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| Weekly Totals | | | | | | | | | | | |

Preparation Hours / Subject = Factor X Teaching Contact Hours

Evaluation Feedback Hours / Subject =

Factor X Class Size X Teaching Contact Hours

| | |
|---|--|
| Number of different course preparations | |
| Number of different sections | |
| Number of languages of instruction | |

Summary of Weekly Totals

| | |
|--|--------------------------|
| Assigned Teaching Contact Hours / week | |
| Preparation Hours / week | |
| Evaluation Feedback Hours / week | |
| | Total this period (PLAC) |

Dates of Discussion of Proposed Workload: _____

Date PLAC Received by Faculty Member: _____

Supervisor's Comments: _____

Supervisor's Signature: _____

Date: _____

Faculty Member's Comments: _____