NTTF Workload Motion, Version 1.4
As ratified by Department 5/15/14

In the interests of maintaining instructional quality, workload parity, and curricular stability among NTTF (both career and adjunct), course staffing shall be guided by these basic principles:

1) The department will attempt to maintain workload parity among NTTF in its staffing decisions for each academic year.
2) NTTF teaching at 1.0 FTE shall not be expected to teach more than three courses projected to draw high enrollment (80+) per year.
3) NTTF teaching at 1.0 FTE shall not be expected to teach more than one course projected to draw high enrollment (80+) per term, unless warranted by exceptional circumstances.
4) Unless warranted by exceptional circumstances, NTTF teaching at 1.0 FTE, who offer three high enrollment courses (80+), shall not be expected to prepare more than one new course per term; nor shall they be expected to prepare more than two new courses in a given year.
5) Those responsible for scheduling shall encourage NTTF teaching at 1.0 FTE, who offer three high enrollment courses (80+), to teach a small class on a topic in their field of expertise, if overall enrollment trends and staffing needs warrant it.
6) All NTTF teaching at 1.0 FTE and below shall be expected to offer courses projected to draw high enrollment (80+), unless warranted by exceptional circumstances.

If their wishes are consistent with the curricular needs of the department, NTTF who want to exceed these guidelines may do so.

The above presumes that 1.0 FTE corresponds to a six-course load.