



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
Office of Human Resource Services
Academic Productivity Application Form



Article 26A of the Faculty Collective Bargaining Agreement provides that each College Enrollment Management Committee (CEMC) shall annually provide a prioritized list of planned activities designed to achieve cost-effective productivity improvements. This list shall consist of activities initiated in the disciplines as well as activities initiated by the CEMCs. This list shall consist of activities requiring financial support as well as activities requiring no additional financial support. The prioritization and implementation timelines of these activities will be voted on by the members of the CEMCs and the list will be forwarded to the DEMC for additional allocation, if appropriate. Submit to the District Enrollment Management Committee (DEMC)

(Please Print)

This application is for:

1. Research: _____
Service/Project: _____

2. Reassigned Time: _____
Stipend: _____
Overload and/or summer work: _____

3. One Semester: _____
One summer session: _____
One academic year: _____

Project/Service Starting Date: ____/____/____

Project/Service Ending Date: ____/____/____

Title and brief summary of your project/research:

In addition, provide a complete description of the project/research including answers to all of the issues identified below (attach additional pages, as needed). All requests for reassigned time, overloads, or stipends shall be evaluated using all of the following criteria. For the purpose of ranking proposals, points are to be awarded using the following scale.

1. Describe the identified problem/need in terms of the intended productivity gains to be achieved if the problem is remedied. (0-10 points)

2. Describe the intended productivity gains in detail (economic and non-economic gains) including the methods that will be used to verify that the gains have been achieved. (0-30 points)

3. Describe the required changes to be made in the course/service delivery system(s), the required equipment to be purchased, the support staff required and/or the modification in current practices/policies/policies that will be needed. (0-20 points)

4. Explain if the proposed productivity improvement also supports one or more of the District's/College other primary goals (0-5 points)

5. Describe how the proposed project activities will update curriculum/service delivery system(s) and will provide sound evidence of enhanced instructional service delivery effectiveness. (0-30 points)

6. Describe the proposed project's costs and indicate the necessary personnel, equipment, supplies and other ancillary costs that will be necessary to support the project. (0-15 points)

All applicants for Productivity Improvement (Reassigned Time, Stipend, or Overloads) must complete the work described in this application within the time period of the contract. Once all approved work is completed, the unit member must submit a report to the CEMC. Should the CEMC find that the purposes for which any release time or monies had been granted had not been reasonably carried out, it may be necessary to recover the monies paid or the release time granted to the unit member.

Reference: Article 26A – Faculty Collective Bargaining Agreement