

The Collective Bargaining Agreement (CBA) between the California Faculty Association and the Board of Trustees of the California State University designates the awarding of assigned time (in the form of Weighted Teaching Units, WTU) to unit 3 faculty employees “who are engaged in exceptional levels of service that support the CSU’s priorities, but who are not otherwise receiving an adjustment in workload to reflect their effort. Awards are designated for work load beyond the requirements of regular faculty assignment in enhancing the student learning environment.

- Complete applications are **due to the Office of Faculty Affairs (academicpersonnel@sonoma.edu) by October 30, 2023 for a release in the 2024-2025 Academic Year.**
- The Professional Development Subcommittee (PDS) of the Faculty Standards and Affairs Committee (FSAC) will be solely responsible for evaluation of applications and making recommendations of awards to the Office of Faculty Affairs.
- Applicants will be notified of awards no later than December 4th.

TO BE COMPLETED BY FACULTY MEMBER

Name: _____ Title: _____
 Department: _____ School: _____
 Email: _____

<p>A) Attach to this application a 1-page narrative which 1) explains the specific activity for which additional workload is needed; 2) How the activity will improve students’ learning experiences; 3) Why this work is beyond your standard professional responsibilities and 4) Clearly state whether or not you have received this award in the past.</p>
<p>B) Provide the approximate number of hours during the semester this additional activity will take to complete. _____ hours per semester</p>
<p>C) Semester activity will occur Fall 2024 or Spring 2025 _____</p>

Faculty Member’s Signature _____ Date: _____
Forward to Department Chair

Required Signatures:

TO BE COMPLETED BY DEPARTMENT CHAIR

Signature _____ Date: _____
Forward to Dean

TO BE COMPLETED BY DEAN

Signature _____ Date: _____
Forward to Faculty Affairs

TO BE COMPLETED BY ASSOCIATE VICE PRESIDENT FOR FACULTY AFFAIRS & SUCCESS

Signature _____ Date: _____