

**California State University, Fresno**  
**Assigned Time for Exceptional Levels of Service to Students**  
**Spring 2021 and Fall 2021**

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), on a competitive basis, 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 workload beyond the requirements of regular faculty assignments in enhancing the student learning environment that has not already been supported by assigned time, professional development funds, or additional pay. Additional information can be found at <http://www.fresnostate.edu/academics/facultyaffairs/service/index.html>.

- Completed Applications are due to your department by 9am, November 16, 2020.
- Attach to this application form: a letter/memo/narrative describing the purpose of the assigned time (maximum one-page single-spaced).

**TO BE COMPLETED BY FACULTY MEMBER**

Faculty Name: \_\_\_\_\_ Title/Rank: \_\_\_\_\_

Email Address: \_\_\_\_\_

College/School: \_\_\_\_\_

Department: \_\_\_\_\_

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*CBA Article 20.37 ...Assigned time may be awarded for student mentoring, advising, and outreach, especially as these activities support underserved, first-generation, and/or underrepresented students; the development and implementation of high-impact educational practices; curricular redesign intended to improve student access and success; service to the department, college, university, or community that goes significantly beyond the normal expectations of all faculty; assignment to courses where increases to enrollment have demonstrably increased workload; and other extraordinary forms of service to students.*

**Is this application for activity that has already occurred or is it proposed?**

- Already occurred:     Fall 2020  
Planned for:             Spring 2021         Fall 2021

**Have you received or will you receive assigned time or compensation for the proposed activity?**

- Yes, I received assigned time.  
 Yes, I received additional pay either through State or Foundation.  
 No. I have not received assigned time or payment for the activity in the application.

**Estimate the number of hours you spent or will spend on this additional activity.** Hours: \_\_\_\_\_

- Attached is a statement of the purpose of the assigned time.**

Signature of Faculty Member: \_\_\_\_\_ Date: \_\_\_\_\_

Deadlines:            Application due to department:    11/16/2020  
                          Department/Chair recommendation: 11/30/2020  
                          College recommendation:        12/09/2020  
                          Dean decision:                        12/14/2020