

Verification Form for Faculty Load Banking Article 32.07 of the AFA/District Contract

Name: _____

Department: _____

Fall Spring Summer 20_____

Allied assignment(s) to be load-banked: _____

Instructional assignment(s) to be load-banked:

Course(s): _____

Section number(s): _____

Amount of load to be banked: _____ percent

Check here to indicate that you wish to load-bank the assignment(s) specified above and that you have read and understood the provisions of the Faculty Load Banking program, below.

32.07 FACULTY LOAD BANKING (FLB): An eligible faculty member may accumulate load earned through hourly assignments in that faculty member's "load bank" in lieu of compensation for that load. This FLB load may be applied to that faculty member's assignments in future semesters subject to the provisions of 32.07.A-D.

A. FLB Applications: An eligible faculty member may use FLB load in connection with a Family/Personal Leave, Special Education Leave, or Sabbatical Leave. An eligible faculty member will apply for such use as part of the application procedure for that leave or during the leave under extenuating circumstances.

1. Family/Personal Leave: A faculty member may apply FLB load to supplement a Family/Personal Leave ([Article 18: Leaves](#), section 18.03). The applied FLB load required will be 1.20 times the assignment load of the supplemental leave.
2. Special Educational Leave: A faculty member may apply FLB load to supplement a Special Educational Leave ([Article 28: Special Educational Leave](#)). The applied FLB load required will be 1.20 times the assignment load of the supplemental leave.
3. Sabbatical Leave: A faculty member may apply FLB load to offset the 0.4 FTEF reduction-in-load per semester for a two-semester Sabbatical Leave ([Article 25: Sabbatical Leave](#)). The FLB load required will be equivalent to the amount applied to offset the reduced load in the first semester of the Sabbatical Leave and 1.20 times the amount applied to offset the reduced load in the second semester of the Sabbatical Leave.

B. FLB Eligibility: A 100 percent contract workload status is required of a faculty member using FLB load in connection with a Family/Personal Leave, Special Education Leave, or Sabbatical Leave.

C. FLB Provisions and Restrictions

1. The District will maintain a record of the current FLB load balance for each eligible faculty member and make that record available to the faculty member on a timely basis.
2. A faculty member may accrue no more than 1.20 FTEF in FLB load without District approval.
3. When a FLB leave is granted with any other leave, the combined uninterrupted leave will not exceed the equivalent of two (2) semesters without District approval.

D. FLB Termination

1. Upon a faculty member's loss of eligibility, the District will at its discretion convert the balance of that faculty member's FLB load to either contract or hourly load (or a combination of both) in the first semester following this loss of eligibility.
2. Upon a faculty member's termination of employment, the District will provide compensation for the balance of that faculty member's FLB per each banked load assignment at the hourly rate of the type of assignment banked in the semester of that assignment.
3. If a faculty member maintains a FLB load balance of 1.00 FTEF or greater for twelve (12) consecutive semesters without applying for a FLB leave, the District may at its discretion convert the balance of that faculty member's FLB load to either contract or hourly load (or a combination of both). The District will notify the faculty member in writing of this action.