**UVM Faculty Workload Plan – PART B**

**Supplemental or Additional Assignments *(Ref: Article 19)***

**During the Period September 1, 20XX – August 31, 20XX**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rank: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dept: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*NOTE regarding grants or contracts: Advance written approval by the grant or contract sponsor and prior review by UVM’s Sponsored Projects Administration and/or Cost Accounting Services personnel 1) is required for faculty who are partially or fully funded on grants or contracts and who wish to take on supplemental compensated work, and 2) faculty with no external funds in their base salary appointment who take on supplemental compensated work that will be funded by an outside agency.*

1. *(check one)*     Fall Semester    Spring Semester    Summer    Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work to be performed in the (name of dept) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is as follows:

1. *(check one)*     Fall Semester    Spring Semester    Summer    Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work to be performed in the (name of dept) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is as follows:

1. *(check one)*     Fall Semester    Spring Semester    Summer    Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work to be performed in the (name of dept) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is as follows:

1. *(check one)*     Fall Semester    Spring Semester    Summer    Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work to be performed in the (name of dept) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is as follows:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please Note: A copy of this document will be provided to United Academics per the collective bargaining agreement.*

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Faculty Member’s Signature Date Department Head Approval Date

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Dean Approval Date U*pdated Masr 2019*