

## **Appendix K: Task Force to Review Loading for Internship Courses**

### **Background:**

During the 2011/12 Meet and Confer session, PCCEA and the Board of Governor's Team agreed to convene a Task Force to review the Faculty Personnel Policy Statement pertaining to the language on loading for workplace learning (internships). The current language remains in effect during this review. The Task Force to Review Loading for Internship Courses did not convene. This Task Force will be formed in AY 2017-2018 with the original charge and composition to make recommendations. Revised dates are noted below in legislative style.

### **Charge:**

1. After review, propose a definition of "Internship Courses" to be included in the Curriculum Procedures Manual, Appendix A.
2. Propose policy language that delineates an equitable mechanism for loading workplace learning courses to be included in Article II. Section B. 5. Instructional Faculty Workload Calculations.
3. By February 2018, finalize the work and recommendations for presentation to Faculty and Administration in a final report. The final report will be subsequently presented to the Meet and Confer Teams for revision, as appropriate, in the 2018/2019 Meet and Confer process.

### **Task Force Membership, Composition and Meeting Schedule:**

1. PCCEA will appoint Faculty members to serve, including one to serve as Faculty co-chair.
2. Administration will include Vice Presidents of Instruction and/or Academic Deans, appropriate staff members, and a representative from the Provost Office.
3. Administration will provide staff support.