

ARTICLE 7
DUTIES, RESPONSIBILITIES, AND WORKLOAD

Section 1. It is recognized that intercollegiate athletics is a component of a UNIVERSITY's educational program and that COACHES have the responsibility to promote the academic success of student athletes. COACHES may also inform student athletes about possible conflicts between class meeting times and practices, and competitions. Other duties and responsibilities may include but need not be limited to the following:

- A. Recruitment of student athletes.
- B. Planning and management of competitions and practices.
- C. Compliance with the rules and regulations of the NCAA, existing PSAC rules and regulations, and/or the rules and regulations of any other athletic conference of which the UNIVERSITY is a member.
- D. Fundraising.
- E. Planning and management of camps.
- F. Advising student athletes about STATE SYSTEM/UNIVERSITY athletic policies and the requirements of the NCAA, PSAC, and/or any other athletic conference of which the UNIVERSITY is a member.
- G. Budgeting.
- H. For Head COACHES: Evaluating assistant COACHES and exercising the ultimate responsibility for the direction of the program.

Section 2. A COACH may perform administrative, facilities' management, or other non-coaching duties if such duties are part of his/her current assignment, or if part of a new COACH'S assignment when hired. If the UNIVERSITY wants to assign new administrative, facilities' management, or other non-coaching duties to a COACH during the term of a Contract of Employment, the COACH may decline the assignment without prejudice to the COACH'S employment or request that the proposed assignment be referred to the separate meet and discuss format for COACHES at the UNIVERSITY level for a recommended resolution of any issues in dispute.

Section 3. Workload

- A. Regular Full-Time COACHES
 - 1. Regular full-time COACHES shall be assigned coaching duties for 47 weeks of a twelve (12) month period (hereinafter "service period"). Hospital/medical

insurance, supplemental benefits, and life insurance shall continue for the twelve (12) month period. The service period need not be consecutive months, weeks, or days. The service period shall be determined by the Athletic Director after discussion with the regular, full-time COACH.

2. A Regular, full-time COACH shall not be entitled to any additional compensation for periods of time outside of his/her service period. However, if a regular, full-time COACH is directed by a supervisor to work outside of his/her service period, such COACH shall receive compensation proportionate to his/her salary.

3. A Regular, full-time COACH shall not be entitled to use paid leave for periods of time outside his/her service period.

4. Each Regular full-time head COACH shall submit in advance a monthly schedule to the designated person for his/her approval. Such schedule may be modified by the head COACH with the approval of the designated person.

5. Each Regular full-time assistant COACH shall submit in advance a monthly schedule to the head COACH for his/her approval. A copy shall also be sent to the designated person. Such schedule may be modified by the assistant COACH with the approval of the head COACH, who shall send a copy of the modified schedule to the designated person.

6. Local APSCUF and a UNIVERSITY may agree to the submission of a schedule other than monthly.

7. The schedule for Regular full-time head and assistant COACHES need not reflect regular hours of work such as nine (9) to five (5), but should reflect the demands of the sport he/she coaches and/or other functions assigned to a COACH.

8. COACHES who have been designated by the UNIVERSITY as Regular full-time head and assistant COACHES and who currently work a service period of less than 47 weeks shall not have their service period lengthened without an appropriate salary increase as determined by the UNIVERSITY. Any such increase shall be in addition to salary increases provided for in this Agreement.

B. Regular Part-Time COACHES

1. Regular part-time COACHES shall be designated by the UNIVERSITY, and the assigned workload shall be set forth in the individual COACH'S Contract of Employment.

2. Each Regular part-time head COACH shall submit in advance a monthly schedule to the designated person for his/her approval. Such schedule may be modified by the Regular part-time head COACH with the approval of the designated person.

3. Each Regular part-time assistant COACH shall submit in advance a monthly schedule to the head COACH for his/her approval. A copy shall also be sent to the designated person. Such schedule may be modified by the Regular part-time COACH with the approval of the head COACH, who shall send a copy of the modified schedule to the designated person.

4. Local APSCUF and a UNIVERSITY may agree to the submission of a schedule other than monthly.

5. The schedule for Regular part-time head and assistant COACHES need not reflect regular hours of work such as nine (9) to five (5), but should reflect the demands of the sport he/she coaches and/or other functions assigned to a COACH.

C. Other COACHES

1. The work period for COACHES who are neither Regular full-time nor Regular part-time shall be determined by the Athletic Director after discussion with the COACH and/or head COACH, if applicable.

2. COACHES covered under this subsection shall submit, in advance, a monthly schedule to the designated person for his/her approval. Such schedule may be modified by a COACH with the approval of the designated person. The monthly schedule need not reflect regular hours of work such as nine (9) to five (5), but should reflect the demands of the sport and/or other functions assigned to a COACH.

3. Local APSCUF and a UNIVERSITY may agree to the submission of a schedule other than monthly.

D. If a part-time COACH is directed by a supervisor to work more than his/her assigned workload as specified in the Contract of Employment, he/she may file a grievance pursuant to Article 4, Grievance Procedure and Arbitration. Such a grievance must be filed within five (5) days of receiving the directive, and any monetary remedy will be limited to the date of the directive. A head COACH does not have the authority to direct a part-time COACH to work more than the assigned workload as set forth in the Contract of Employment.

E. Camps and Clinics

1. Camps and clinics run by Regular full-time COACHES shall be scheduled within the 47-week service period provided for in Section 3.A. above.

2. Current practices regarding compensation for camps and clinics, including dual compensation, run by Regular full-time COACHES employed as of the effective date of this Agreement shall continue.

3. Current practices regarding participation in and compensation for camps and clinics, including dual compensation, for Regular part-time head and assistant COACHES shall continue.

F. Fundraising

1. The monthly schedule submitted by Regular full-time and part-time COACHES shall reflect the fundraising activities that shall be performed for his/her sport.

2. COACHES may be required to perform fundraising activities that benefit a UNIVERSITY's athletic program on three (3) days per year.