

## APPENDIX Q

MSCA/MTA/NEA

### MASSACHUSETTS STATE COLLEGE ASSOCIATION

#### PERSONNEL INFORMATION REQUEST FORM

##### A. FULL-TIME MEMBERS

###### Promotions:

1. Name, rank and department of all full-time members promoted with effect on September 1st.

###### New Hires:

2. Name, rank, department, salary and Appendices O-1 and O-2 of all full-time tenure track unit members newly appointed as such as of September 1st and February 1st.
3. Name, rank, department, salary and Appendices O-1 and O-2 of all full-time temporary unit members newly appointed as such as of September 1st, or February 1st, as the case may be.

###### Leave of Absence:

4. Name, rank, and department of all unit members on unpaid leaves of absence as of September 1st.
5. Name, rank, and department of all unit members on paid leave of absence as of September 1st.

###### Terminal Degrees:

6. Name, rank, and department of all unit members who have earned a terminal degree pursuant to the collective bargaining agreement as of the immediately preceding August 31.

##### B. PART-TIME UNIT MEMBERS

1. Name, rank, department and salary of all part-time "day" bargaining unit members.
2. Home addresses of all part-time "day" bargaining unit members.
3. Number of credits and/or hours of instruction taught by bargaining unit member identified in paragraph 1 above.

4. Number of consecutive semesters part-time bargaining unit members identified in paragraph 1 have been employed since February 28, 1989 at their respective colleges.
5. Name, rank, and department for any part-time unit member at the College of Art or at Fitchburg State College (Nursing Department) promoted with effect on September 1st.
6. Name, rank, and department of any part-time unit member at the College of Art or at Fitchburg State College (Nursing Department) who has acquired a terminal degree as of the immediately preceding August 31.