January 29, 2004

To: Scott L. Waugh,
   Dean of Social Sciences

From: Ruth Milkman
   Director of ILE/IIR

Re: Lecturer Workload Statement for the ILE/IIR

Below is a proposed lecturers workload statement to be established within the Institute of Labor and Employment/ Institute of Industrial Relations with your approval:

   6 courses per year = 100% for the year

   1 course per quarter = 50% for that quarter

Thank you.