

Promotion and Tenure Committee

Resolution to Include Faculty Workload Language in the
Faculty Handbook (Second Version)

April 16, 2007
Passed

Whereas, faculty are charged with responsibilities and duties that encompass teaching, research and service, and

Whereas, schools and departments can accomplish their missions only if faculty are allowed the time to accomplish all aspects of the responsibilities and duties, and

Whereas, different faculty make different contributions to the accomplishment of their schools' or departments' missions, and

Whereas, faculty may wish to emphasize different aspects of their duties at different stages in their careers, and

Whereas, it is important that all aspects of faculty responsibilities and that all faculty contributions be duly acknowledged and rewarded, and

Whereas, the ability to have a variable workload is important to the ability of both faculty and their schools or departments to accomplish their missions and goals,

Be it resolved, that the following Section II.U. be added to the Faculty Handbook:

U. Workload for Tenured and Tenure-Track Faculty

1. It is important that the full range of faculty contributions be reflected in faculty workload assignments and in the evaluation of faculty efforts. Teaching, research/creative activity, and service, each broadly defined, constitute the three major areas of faculty responsibility. Faculty members make a wide range of contributions to their school or department, to their college, and to the university. While all tenured and tenure-track faculty are expected to contribute in the areas of teaching, research/creative activity, and service, the balance among those three areas of activity may differ at different times during a tenured faculty member's career. The workload of tenure-track faculty members should reflect the requirements of school or department tenure and promotion documents. For tenured faculty, however, a variable workload policy that allows tenured faculty members to vary the balance among the three areas of activity (for example, increasing the amount of teaching and decreasing the amount of research/creative activity) will enhance the faculty member's ability to achieve his or her potential and will help the school or department fulfill its mission.

For this reason, schools and departments will formulate workload policies, approved by the faculty and the dean, that allow variable workloads for tenured faculty members. These variable workloads will allow faculty members, in consultation with their department chair or school director, to arrive at a distribution of effort in keeping with the faculty member's interests and the department's or school's needs. This distribution of effort will be the basis upon which the faculty member is evaluated in the annual merit review process.

2. The starting equation for calculating the maximum workload for a tenured faculty member shall be comprised of no more than twelve hours of teaching and a minimal amount of research/creative activity as defined by his or her school or department (with no service responsibility); or no more than twelve hours of teaching and a minimal amount of service work as defined by his or her school or department (with no research/creativity activity responsibility). The teaching portion of the load will be adjusted to reflect a variety of factors, including but not limited to, the assignment of large class sections, classes with an unusually large number of contact hours relative to credit hours, advanced courses, number of different preparations, laboratory or studio work, availability and use of teaching assistants, and other factors related to teaching effort. As noted above, teaching load will be further adjusted to reflect the balance of the faculty member's efforts among the areas of teaching, research/creative activity and service.