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UNITED ACADEMICS PROPOSAL

WORKLOAD

Section 1. Workload. The professional responsibilities of faculty members vary. Workload for a faculty member should be calculated and assigned in order to ensure that the faculty member is able to devote adequate time to all assigned job duties.

The Administration will follow all applicable state and federal labor laws regarding work hours and workload.

Section 2. Teaching Workload. Each academic unit shall have policies determining appropriate workload for faculty members with teaching assignments consistent with this Agreement and Faculty Senate policy. These policies shall be made with faculty input and reviewed in consultation with academic unit faculty annually. Policies must include:

- a standard full course or credit load for full-time faculty members in both the tenure-track and fixed-term categories;
- the per course FTE rate for faculty members at less than 1.0 FTE;
- the weight given to different types of courses typically taught in the academic unit (e.g. lab, studio, lecture courses, writing intensive courses) when calculating faculty workload;
- the weight given to new preps and course development when calculating faculty workload;
- course enrollment caps and/or workload adjustments for teaching large courses;
- procedures and requirements for faculty course reductions, releases, or buy outs;
- procedures for determining course assignment and distribution among faculty members;
- procedures for the distribution of summer teaching appointments and teaching assignments;
- the assignment of teaching assistants and other support; and
- procedures by which faculty members can address cases of excessive workload.

Section 3. Part Time Course Load and Benefits. The Administration may not appoint a fixed-term faculty member below 0.50 FTE to preclude providing benefits. Workload policies at the academic unit level may not create a per course FTE rate for part-time faculty members with the intention to preclude providing benefits.

Section 4. Notice of Course Assignment. Except in cases of emergency, teaching faculty will be given at least one term advance notice of the specific courses they are scheduled to teach.

Section 5. Reduction in Teaching for Faculty Members in the Tenure-Track Classification Prior to Promotion and Tenure. In recognition of the research and scholarship requirements and high stakes involved in achieving tenure faculty members in the tenure-track classification will receive two course releases prior to their fourth year of service. The scheduling of these

1 course releases will be made in consultation between the faculty member and the academic unit
2 head.

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4 **Section 6. Acknowledgment of Exceptional Service.** In recognition of the fact that faculty of
5 color, women faculty, and faculty from other underrepresented communities often perform
6 substantial informal labor (e.g. advising/mentoring students) above and beyond heavy formal
7 service duties, faculty members who demonstrate exceptional commitment to diversity, equity
8 and inclusion at OSU are eligible for a course release.

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10 Administration will grant twenty course releases to distribute at the beginning of each academic
11 year to recognize exceptional service and work toward diversity, equity, and inclusion in the
12 previous academic year to be awarded by the Faculty Senate Diversity Council. Faculty can be
13 nominated by other faculty, academic unit heads, deans, students, or may be self-nominated.
14 Decisions to award a course release will be based on Annual Reviews from the previous
15 academic year as well as any letters of support included with the nomination that describe the
16 faculty member's work in support of diversity, equity, and inclusion.

17

18 Faculty receiving a course release will arrange with their academic unit head the term in which
19 the course release will be taken.