

## **Workload Plan of Action-Proposal**

### **Approved by the UHD Faculty Senate**

(2 abstentions, none opposed)

**September 1, 2009**

#### ***Key Questions to Answer***

1. who gets 4/3 and who gets 3/4; is this fixed forever for each faculty member or is it a rotating option?
2. how does this apply to assistant chairs, etc. who are on a course release compensation plan?
3. where will we need to fill in the 35 FTEs?
4. what is the priority list for hiring those FTEs? (It will have to be a phased in hiring process, so we'll need more adjuncts initially or fewer sections)
5. how does COB 3/3 pilot program fit into this plan?
6. will this affect which semesters faculty can teach graduate courses or when faculty can take course releases for research, etc.?

#### ***Priorities in the Planning***

- full faculty participation in decision-making
- coverage of key needs for students; variety in offerings and time of day should not be sacrificed to faculty preferences for when they get the 3-course semester
- written departmental guidelines for implementation/maintenance of the 4/3 made available to all faculty in department (guidelines should include provision for periodic review/adjustment of system, such as allowing chairs to ask faculty to change their rotation to meet departmental needs)
- implementation of the policy must not be accompanied by expectations of increased faculty productivity in teaching, scholarship, or service, or increased course caps.

#### ***Action Timeline***

*By October 1, 2009*

1. Ask chairs to gather data on the following:
  - number of courses and sections offered
  - number of FTEs short after 4/3 implementation
  - which courses will be most affected (e.g., service courses? majors?)
  - for which courses is it hardest to find adjuncts
2. Release data to department faculty, Provost, Deans, Senate

*By October 20, 2009*

Hold open meeting in each department specifically to discuss methods for 4/3 distribution and develop a plan for the department.

*By November 24, 2009*

Distribute each department's final guidelines to the Senate and the Provost; move toward implementation in course planning for Fall 2010.