

A. General Policy Statement

1. The distribution of workload assignments for a tenure-track, academic faculty member in the College of Liberal Arts (CLA) will be determined in

responsibilities and contributions. Regardless of how the pedagogical duties are calculated, the understanding must be on file in the Office of the Executive Vice President and Provost and in the College office. The specific formula on contact hours must be specified in the applicable governing Workload Policy(ies) of each Department/Unit. The nature of academic work dictates against a standardized definition of work in terms of hours (e.g. 40 work week).

3. In recognition of the fact that there is great diversity among Departments/Units as to the specific nature of their work, the CLA Workload Policy is intended to provide the basic principles on which faculty workload assignment and distribution decisions are based. Each Department/Unit shall develop a Workload Policy consistent with University and CLA guidelines except for Departments/Units that choose wholly to defer in writing to this CLA Workload Policy. All Departments'/Units' Workload Policies or deferrals must be approved by the CLA Dean. Copies of all workload policies will be kept on file in the CLA Dean's Office as well as at the Executive Vice President and Provost's Office. These policies will be accessible to members of the President's Office at all times.
4. The workload policy guidelines below shall apply to full-time, academic tenure-track faculty with teaching responsibilities. Part-time tenure-track faculty with teaching responsibilities will have prorated workload assignments. It shall not apply to nontenure-track (Rank 0) appointments, those who have administrative or nonteaching appointments, part-time instructors, or support staff. Nontenure-track (Rank 0) employees with teaching responsibilities

Title 5, Chapter 6, Chapter III, Section 5. Individual Faculty Responsibilities

5.1 Each academic unit shall establish

workload assignments. Such exteips will usually arise from the curricular needs of students. This policy



assigned for teaching large sections/classes. The credits approved for this other teaching assignment must be based on a formula established using the class size and/or other variables as determined by the faculty member's Department/Unit and detailed in that Unit's Workload Policy.

4. Doctoral Program Involvement. Other teaching assignment credits may be requested and/or assigned based on the faculty member's involvement with the Department's/Unit's Doctoral programs. Guidelines for the approval of these other teaching assignments and the credits to be assigned must be specified in the applicable Department's/Unit's Workload Policy. The faculty member's role and responsibilities with the Department's/Unit's Doctoral students and/or Doctoral program(s) must be detailed in order to request this other teaching assignment.

Such responsibilities could include, but not be limited to: development of a new Doctoral Program; working with and/or advising a number of Doctoral students; responsibility for interviewing prospective Doctoral students, evaluating Doctoral program admission applications; and/or the successful completion of a specified number of dissertations or equivalent projects/documents by a faculty member's Doctoral students.







reassignment with their Chair/Supervisor.

11. Leave. This category of reassignment is used when a specific type of leave has been approved by the applicable Chair/Supervisor or Dean (e.g., sabbatical, faculty development, medical).

C. Reassignments and/or other teaching assignments shall not be requested, assigned, and/or approved for the following:

1. Any private, professional services including, but not limited to, consulting, performance/ exhibits, expert witness services, contract work, or other employment where there is remuneration over and above the faculty member's University compensation.
2. Community service activity that is not integral to a faculty member's area of teaching and/or research expertise.
3. Instruction, workshop organization, conference planning, curriculum development, clinical work for licensing requirements where there is remuneration over and above the faculty member's University compensation.

Criteria for Reassignments.

Unless more restrictive constraints are in departmental workload policies, one of the following criteria will need to be met in order to be eligible for one-credit reassignment: 1) Graduate coordinator or case of units (or

UNLV Mission Statement, see <<http://www.unlv.edu/pubs/planning/>>

The goals from the University's and College's Strategic Plans, inasmuch as they reflect activities that are important to the University's and College's purposes, shall guide and inform the CLA Workload Assignment