

Memorandum

To: College Deans

From: Walt Jacobs *Walt Jacobs*
Provost and Vice President

Subject: Workload Reduction Program for Probationary Faculty

Date: February 28, 2023

Overview

Since 2022, Academic Affairs has offered a program for Colleges to reduce faculty workload in order to focus on research, scholarship, and creative activities for the academic year. Below are the parameters for this program. It remains unchanged from the prior academic year.

Eligibility

1. The faculty member is a regular faculty member of department within a college.
2. The faculty member is a probationary tenure-track employee in their 3rd to 6th year of hire (but not in their terminal year of employment).
3. The faculty member is not receiving a reduction in instructional assignment pursuant to any provision in the CFA CBA, including (but not limited to) provision 20.36.
4. The faculty member is assigned a direct instructional load of 6 WTU minimum per term
 - In addition to direct instructional assignments, assigned time recorded using APDB assigned time codes 11, 15, 16, 17, and 18¹ will count towards the satisfaction of this criteria.
5. Over the course of the academic year, the faculty member receives no greater than 6 WTU of release time from the college's workload reduction program.
6. The faculty member meets all additional eligibility requirements, if any, developed by their college.
 - All additional criteria must be uniform and published for public consumption.

¹ See attachment from APDB Data Element Dictionary.

Funding

During the EB001 funding cycle, Colleges will receive their proportion of budget from a pool of \$703,000 based on the eligibility criteria above.

Questions

Questions about this pilot may be addressed to:

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WJ:rah

CC: Chair, Academic Senate

Attachment

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