

To: Senate President Jeff Jarman- Policy changes recommended by Faculty Senate Workload Taskforce (Updated 10/21/2019)

From: Faculty Senate Workload Taskforce, Committee members:

Neal Allen - LAS Social Sciences; Rajiv Bagai – Engineering; Susan Bray - Applied Studies; Cheyla Clawson - Fine Arts; Rachel Crane - University Libraries; John Hammond - LAS Natural Sciences; Paul Harrison – Business; Jeff Hayton - LAS Humanities; Linda Moody - Health Professions; Jeff Pulaski - Fine Arts  
Betty Smith-Campbell - Chair, Past Faculty Senate President

Ex officio:

Dennis Livesay - Dean, Engineering; Past Dean Graduate School  
Rick Muma - Provost

Charge of the committee: Review faculty review/workload policies-develop a plan for the review prior to the end of 2019 for KBOR.

- The Committee did discuss and review current faculty workload policies. The committee's annual report, recommendations and next steps can be found on the Senate Webpage:  
<https://www.wichita.edu/academics/facultysenate/documents/51319/FacultyWorkloadCommitteeRecommendations5.2019.pdf>
- Next steps included looking at policy language related to Workload and Uniscope;

Rationale for the Motion:

- Follow up on Next Steps from Annual Report 2018-2019: on committee's charge to review and recommend policy changes related to Uniscope; workload
- Seek feedback from town hall meetings
- Policy recommendations based on Committee work, input from town hall meetings; feedback from Senators/faculty members, input from Academic Affairs;

By a majority vote of faculty members, the Faculty Senate Workload Taskforce recommend the following 4 policy changes:

Policy changes recommended by Faculty Senate Workload Taskforce (10/2019)

1) Modify Faculty policy 4.12 Teaching Workload (black font current language)  
([https://www.wichita.edu/about/policy/ch\\_04/ch4\\_12.php](https://www.wichita.edu/about/policy/ch_04/ch4_12.php))

Title change: to **Faculty Workload**

Faculty work in three areas: student-centered work (e.g., teaching), disciplinary/professional-centered work (e.g., research/scholarship), and community-centered work (e.g., service). Workload refers to total professional effort, which includes the time (and energy) devoted to class preparation, student work, curriculum and program deliberations, scholarship/research, participation in governance activities, and a wide range of community services\*.

- 1) TEACHING
- 2) RESEARCH, SCHOLARSHIP, OR CREATIVE ACTIVITY
- 3) SERVICE

The standard teaching load normally shall be **no more than** the equivalent of a 12-credit hour maximum **per semester**, with no more than three different **course** preparations (based on a 3 credit hour course). **More than three different course preparations should be considered exceptional.** Equivalency standards for comparison between a normal 3 credit hour course and non-standard teaching activities like badge courses and graduate supervision should be determined at the department level. Workload in the areas of service and research, scholarship, or creative activity are based on a faculty member's position/role. Faculty members are to discuss workload expectations with the Chair and/or Dean at least annually. The Chair or Dean should provide a written summary of their decisions concerning the faculty member's workload expectations.

\*(<https://www.aaup.org/issues/faculty-work-workload/what-do-faculty-do>)

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2) UNISCOPE: Modify Policy Recommendations: University Guidelines and Criteria Tenure/Promotion 4.21; Tenure and Promotion 1C1 (black font current language) (intro to General Tenure/promotion guidelines [https://www.wichita.edu/about/policy/ch\\_04/ch4\\_21.php](https://www.wichita.edu/about/policy/ch_04/ch4_21.php))

University Guidelines and Criteria: IC1: Tenure/Promotion

a.....

b. Expectations of performance in and the relative importance of A) teaching/ librarianship, B) research, scholarship, or creative activities; and C) service will be defined at the time of the initial appointment. **The UniScope Scholarship Model may be used as a framework to enhance the description for research, scholarship, or creative activities. Each academic unit (College and/or Department) will have its own performance and assessment criteria, which may make use of the UniScope Model.** These expectations and their relative weight may be modified annually during the probationary period. Specific performance goals will be established each year during the annual evaluation of untenured faculty.....

([add link to Framework/article at the end of policy 4.21](#))

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3) EARLY TENURE: Policy Recommendations: University Guidelines and Criteria Tenure: 4.21 / Tenure IC1A (black font current language)  
(Topic Early Tenure clarification; note Tenure also linked to promotion to Associate professor [https://www.wichita.edu/about/policy/ch\\_04/ch4\\_21.php](https://www.wichita.edu/about/policy/ch_04/ch4_21.php) )

4.21: IC1A~~AAH~~ Probationary faculty must undergo review for tenure during their sixth year of employment at Wichita State University unless their employment at the University is to be terminated at the end of their seventh year of service. **Exceptions are for those individuals who were given credit for prior experience in higher education at the time of initial appointment shall undergo review for tenure according to the policies stated. (Policy 4.19) or demonstrate exceptional merit (policy 4.18) meeting Department and College criteria for Tenure. These individuals may apply for a review earlier than their sixth year of employment (the normal review occurs after five years in rank). Other exceptions to the probationary period would include an approved leave of absence or extensions. (Policy 4.19)**

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4) EARLY PROMOTION: Policy Recommendations: University Guidelines and Criteria Tenure/Promotion; 4.21 Promotion IC1C (black font current language)  
([https://www.wichita.edu/about/policy/ch\\_04/ch4\\_21.php](https://www.wichita.edu/about/policy/ch_04/ch4_21.php))  
This section is about Promotion from Associate to Full (not PIR)

C. ~~Under normal circumstances~~, A faculty member should not expect to be considered for promotion with less than six years in rank. **The only exceptions are for individuals who were given credit for prior experience in higher education at the time of initial appointment as an Associate Professor or must document demonstrate exceptional merit meeting Department and College criteria. A faculty member who believes they demonstrate exceptional merit may be afforded an opportunity to apply for a review earlier than their sixth year in rank (the normal review occurs after five years in rank). In such cases, the faculty member, in consultation with the chair and the dean, shall determine the advisability of early nomination. The standards for teaching, librarianship, scholarship, and service for each rank....**