

REPORT OF THE
ACADEMIC COUNCIL SUBCOMMITTEE
ON WORKLOAD AND TEACHING LOAD

April 1, 2004

I. EXECUTIVE SUMMARY

A. Purpose

Duties of the faculty at Elon include: the first level criterion of teaching, and the second level criteria of contributions to the life of the university (leadership and service) and professional activity. To maintain Elon's vibrant and enriching community it is essential that faculty participate in these varied, multifaceted and interrelated duties and that they do them with excellence. Our committee proposes the following plan to provide faculty with the flexibility to successfully meet the existing expectations on them and to enhance the quality of academic life.

B. Approved Faculty Workload Items to Commence AY 2004-05

In a continuing effort to adjust faculty workload, the following will be implemented for 2004 -2005.

1. Adjust compensation for 499-based undergraduate research (from 8:1 to 6:1) and for 481-based internships (from 12:1 to 10:1). Faculty may turn these in for reassigned time or for overload pay.
2. Increase each deans' reassigned time for teaching, service, and scholarship by 33% for a University-wide increase from 15 to 20 workload reassignments.
3. Reduce class caps for 100- and 200-level courses from 37 to 33.

C. Recommended Faculty Workload Plan to Commence AY 2005-06

Each academic department will administer reassigned course time proportional to the number of its full-time faculty. Reassignments will be given for contributions to the life of the University, for scholarship, and for teaching activities that are not counted as part of the course load. Examples of these activities are described in the Criteria for Evaluation of Tenured and Tenure Track Faculty (Faculty Handbook, II-8-E-3). It is expected that reassigned time will be distributed in a manner suited to address the University's, the colleges' and the departments' objectives. To request reassignment, members of the faculty must notify their department chairs in

the fall and submit formal requests in January detailing proposed activities as part of their Unit I development plans. Department chairs will recommend appropriate requests for approval by the deans. Faculty members must describe their progress on approved projects in the following year's Unit I reports.

D. Recommendations for Future Work

1. Experiential Learning Activities

Elon University is committed to experiential learning. We recommend that the faculty continue to discuss appropriate compensations level for experiential learning activities.

2. Procedures for Reporting Workload Reassignments

Departments and faculty will undoubtedly develop creative ways for distributing and utilizing workload reassignments. These efforts should be shared annually with the faculty.

3. Workload of Non-Teaching Faculty

Our committee has not examined issues related to the workload of administrators and academic support staff with faculty rank. We suggest that Academic Council initiate an investigation of these in the future.