

UNM University College Unit I* Workload Policy

January 2022

* Tenure Track, Tenured, Lecturers, Research Faculty, Instructors, Professors of Practice. Of the Unit I categories, University College currently has only Lecturers.

Note: This document is meant to reflect current practices in University College. Revisions, including the establishment of differentiated workload options, may be required in the future.

Standard Load for Continuing Contract Faculty

Lecturer (I, II, or III)

Teaching Four 3-credit courses per semester or eight 3-credit courses per academic year.

Scholarship No scholarship is expected.

Service Two committee assignments per academic year.

Senior Lecturer (I, II, or III)

Teaching Four 3-credit courses per semester or eight 3-credit courses per academic year.

Scholarship No scholarship is expected.

Service Two committee assignments per academic year.

Principal Lecturer (I, II, or III)

Teaching Four 3-credit courses per semester or eight 3-credit courses per academic year.

Scholarship No scholarship is expected.

Service Two committee assignments per academic year.

Course Release

Faculty may receive course releases for a variety of mitigating factors. Partial course releases can be accumulated and converted to full course release in a semester negotiated with the Dean or Dean Designate. Examples of such service mitigating factors include:

- Special Service Assignment by the Dean
- Course buyout as described in University College Grant Buyout Policy
- Major Grant Coordination
- Teaching classes with enrollments greater than 100
- Program or Center Coordination

This workload policy recognizes and incorporates the College grant-funded course buyout policy.

Overload Compensation

If a Unit 1 faculty member is teaching more than the standard University College workload, this will be considered a teaching overload. Such overloads will be compensated at the per course TPT pay rate for the University College.

Annual Review of Workload Expectations

Each year University College Faculty will participate in a review of their workload expectation as described in this policy with the Dean or Dean Designate. This review will take place during the spring semester before May 1. This review has two components:

1. Confirm that the previous year's workload was consistent with the expectations set by the college and the previous review,
2. Setting workload expectations for the next review cycle.

The total workload based on a 100-point scale and should typically align with the University College standard allocation of 80/20 assigned to teaching/service of Lecturers. University College recognizes a faculty member's interests and focus can change over time. If a significant change in focus occurs and a workload adjustment is desired, a faculty member may request a workload allocation adjustment from the Dean or Dean Designate in the annual workload review meeting. If approved by the Dean of University College, faculty loads may vary from the University College standard allocation of 80/20 assigned to teaching/service of lecturers. Such adjustments typically do not last beyond two semesters, must be reapproved annually, and will not be considered a teaching overload.

Workload expectations for each bargaining unit member will be published and available to all bargaining unit members. Any violation of this policy, as it is established under the UA-UNM CBA, is grievable under Article 17 of the CBA.

Dean Approved: 02/04/2022

Provost Approved: 02/11/2022

To Be Reviewed: 2023