

UNM University College Unit I* Workload Policy

April 2025

* 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 24 credit hours per academic year.

Scholarship No scholarship is expected.

Service Two committee assignments per academic year.

Senior Lecturer (I, II, or III)

Teaching 24 credit hours per academic year.

Scholarship No scholarship is expected.

Service Two committee assignments per academic year.

Principal Lecturer (I, II, or III)

Teaching 24 credit hours per academic year.

Scholarship No scholarship is expected.

Service Two committee assignments per academic year.

Temporary Reductions in Teaching Load

With Dean-level approval, faculty may receive a partial reduction in their teaching load for a variety of factors, including but not limited to the following examples:

- Research related to University College and the faculty member's teaching
- Special Service Assignment by the Dean
- Teaching classes with enrollments greater than 100
- Program or Center Coordination
- Course replacement as described in University College Grant Buyout Policy
- Major Grant Coordination
- Course replacement funds provided by other units

Partial course releases can be deferred and accumulated into a full course release in a semester negotiated with the Dean or Dean Designate.

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

Overload Compensation

If a Unit I faculty member is teaching more than the standard University College workload in University College, this will be considered a teaching overload. Such overloads will be compensated at the per-course TPT pay rate for 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. Confirming that the year's workload was consistent with the expectations set by the College and in the previous review.
2. Setting workload expectations for the next review cycle.

The total workload is based on a 100-point scale and should typically align with the University College standard Lecturer teaching/service allocation of 80/20. University College recognizes that 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, a faculty load may vary from the University College standard 80/20 teaching/service allocation for 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.

Original Approvals

Dean Approved: 02/04/2022 | Provost Approved: 02/11/2022 | To Be Reviewed: 2023

Revision Approvals

Dean Approved: 04/30/2025 Provost Approved: _____ To Be Reviewed: 2026