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| Faculty Affairs I  |
| Report to Faculty Senate |
| February 25, 2016 |

The Senate Faculty Affairs I convened on Thursday, February 18, 2016 and developed a resolution to reflect our decision that a Task Force would be better suited for maintaining watch on the Faculty Teaching Workload Analysis. Faculty Affairs endeavored to indicate some of our specific concerns without limiting or restricting the Task Force to only evaluating those concerns.

In an effort to provide the Task Force with initial data to support this initiative, Faculty Affairs I identified certain areas for potential review with respect to Faculty Teaching Workload Analysis. Note that several department chairs met with UCA Institutional Research to resolve issues related to the survey distributed to department chairs in Fall 2013. The questions included:

1. Please explain how you determine teaching loads for full-time faculty members in your department.
2. Are the loads different for tenured/tenure/track compared to non-tenure track? Visiting or not visiting?
3. How are hours calculated for your courses to count towards a faculty member’s load (e.g., studio/lab/lecture/etc.)?
4. Does class size affect how you determine a faculty instructional load? If so, how?

Faculty Affairs I reviewed and generated the following list of questions based on the report from the Provost in addition to discussions based on each committee member’s understanding from their own department/unit point of view.

* The focus of this initiative is a unit record analysis of each continuing faculty member on campus.
* The next step involved working with deans/chairs to resolve any issues/discrepancies.
* Overload is in the Analysis unless it is paid (if not paid as an overload, it could be an example of 3 courses in fall semester and 5 course in the spring). Labs are treated differently.
* Every college is different. The intent of the analysis is to be “Fair” across the campus.
* With respect to a question about Aspirant Colleges as compared to UCA, the analysis was done internally, should recommend that we participate in the Delaware Study? The cost is $1,000.00 per year.
* Independent Study/Research Courses – it depends on the department. In some cases, a one-hour Independent Study would not be counted whereas 3 one-hour Independent Courses could equal a 3-hour course and be counted as such. It was noted that over 80 percent of departments across campus do not count these course for contact or credit hours.
* Data from Banner is extracted (11th day of fall and spring semesters and 5th day of summer semester) and then reported to the ADHE database (Arkansas Department of Higher Education.

In effect, further analysis by the Task Force will require that the initiative “drill down to the individual instructor” in order to identify specific concerns relevant to each College/Unit at UCA and to develop a method of determining a “fair” analysis of teaching workload across campus.

Respectfully submitted,

Jud Copeland, Chair

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Attachment: Faculty Affairs I Resolution