

March 3rd, 2020

To: S. Burgess, Vice President of ALVSCE and Dean of CALS
Re: Defining Teaching Loads in the College of Agriculture and Life Sciences

Dean Burgess,

Ensuring equitability and fairness of teaching loads within units and across CALS is of utmost importance to the faculty, and as such the Faculty Council (hereafter FC) engaged in numerous discussions with the goal of improving practices for what constitutes the equivalence of 1.0 FTE within each unit.

The FC recognizes the importance of having a standard metric to determine what constitutes a fair teaching load. We also recognize the incredible diversity across our college and acknowledge the inadequacy of suggesting a single standard to apply equally across all units.

Whereas, the differences across contents, formats, delivery methods, and class size are discernable and critical they are difficult to compare properly unless left to the unit., and the FC believes that faculty in each unit are better at judging fairness of teaching loads.

The FC recommends that the metric set by the Cardon Fellows (1.0 FTE is equivalent to 20 units of teaching) should be an initial the standard across all ALVSCE units when establishing and evaluating teaching loads. However, we also recommend that, annually each unit must revisit and discuss any specific needs of their faculty including deviations from this standard. The FC recommends that the Dean charges each unit head to hold a discussion within their units wherein distribution and variability of teaching loads across instructors are transparent and acknowledged. Further, units are encouraged, at this yearly meeting, to agree and vote to ratify any formulas for justified deviations from the metric suggested above by the Cardon Fellows based upon unit specific criteria. We further invite all units to make their teaching load guidelines public via a centralized location through the CALS website.

Lastly, the FC recommends that each unit head ensures that members of their unit understand the chain of process for disputes concerning equitability of teaching loads. Disputes should first be discussed with the unit head, but can also be communicated to the Assistant Dean for Faculty Advancement (currently Dr. Jean McLain) or the Associate Dean for Academic Programs and Career Development (currently Dr. Michael Staten).

