Submitted By: Bryan Spangelo, Chair of the University Bylaws Committee

Title of the Proposal: Amendment of the UNLV Bylaws, Chapter III, Section 2, Workload for Academic Faculty

Description:

The UNLV Bylaws in Chapter III, Section 2, is entitled “Workload for Faculty”. This bylaw change is submitted to the Faculty Senate to clarify the consultative nature of workload assignments.

Sections of Regents Handbook, Senate Constitution/Bylaws Affected: (deletions indicated by strikethrough and additions by BOLD UNDERLINE):

CHAPTER III – Policies and Procedures Relating to Faculty Rights and Duties
Section 2. Workload for Faculty
2.1 Individual Workloads. Individual workloads will be determined for a member of the faculty in accordance with the mission and priorities of that person's department as specified in the bylaws of the college and department thereof.
2.2 For Academic Faculty. The workload responsibilities for academic faculty shall be listed wherever applicable under the following categories:
A. Instruction, e.g., classroom and laboratory teaching, practicum and extension teaching, preparation, evaluation of students' performance, direction of independent study, theses and dissertations, consultations with students enrolled in classes, and student advisement.
B. Research, scholarly and creative work related to the members' discipline, aimed at specific results, e.g., books, articles, reports, and artistic creations or performances.
C. Public, community and University service including research, consultation, administration, or other services directed toward the University or community welfare.
2.3 For Nonacademic Faculty. Each academic support unit shall establish the scope of each employee's professional responsibilities and the performance standards thereof. These responsibilities may vary according to fluctuating work-related institutional and student needs and may include, but may not be limited to, the following areas:
A. Unit meetings
B. Student advisement and counseling
C. Committee work
D. Research, writing and creative activity
E. Community service
F. Instruction as requested
G. Unit supervisor
H. Other institutionally-related program coordination
I. New student orientation
J. Employee counseling
K. Curatorial duties
L. Chair of Professional Staff Committee
M. Independent study
(B/R 3/03)
2.4 Workload for All Faculty. All specified professional responsibilities and performance
expectations shall be discussed by the individual faculty member and the department chair or supervisor as specified by department and college bylaws.

2.4. A BY MID-SEMESTER FACULTY MEMBERS SHALL BE CONSULTED AND NOTIFIED OF COURSE ASSIGNMENTS FOR THE FOLLOWING SEMESTER. 2.4. B IN THE EVENT THE CHAIR OR SUPERVISOR CHANGES COURSE ASSIGNMENTS FOR ANY REASON THE CHANGE SHALL BE EXPLAINED IN WRITING IN APPROPRIATE DETAIL AND SHALL BE DISTRIBUTED TO ALL AFFECTED FACULTY AND THE DEAN.

2.4. C EACH SEMESTER THE DEPARTMENT CHAIR OR SUPERVISOR SHALL CONSULT WITH THE TENURED FACULTY REGARDING WORKLOAD FOR TENURE-TRACK FACULTY.

2.4. D Any grievances shall proceed through normal administrative channels.

2.5. Workload Policy. In recognition of the fact that there is a great diversity among Units as to the specific nature of their work, UNLV workload assignment policies and guidelines are intended to provide the basic principles on which faculty workload assignment and distribution decisions are based. A committee of the faculty of each Department, School or equivalent Unit selected pursuant to Unit bylaws shall develop a Workload Policy consistent with these guidelines, except for Departments, Schools, Programs, or equivalent Units that choose to defer in writing to their governing College, Division or equivalent Unit’s Workload Policy. A committee of the faculty of each College, Division or equivalent Unit selected pursuant to Unit bylaws shall develop a Workload Policy consistent with the University guidelines.

(B/R 6/06)

Arguments For:

The bylaw amendment is designed to encourage fair, equitable, and timely assignments of faculty workload.

Arguments Against:

Administrative activity for unit chairs may increase.

This section to be completed by the Faculty Senate Office:

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### UNLV Faculty Senate Agenda Item:
**UNLV Bylaw Amendment**

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*if required