**[ACADEMIC UNIT] Workload Policy**

Horizontal logo

|  |  |
| --- | --- |
| **Academic Unit (Department or College/School):** | **Responsible Academic Unit Official:** |
| **Chair Approval Date (if applicable):** | **Provost Approval Date:** |
| **Director/Dean Approval Date:** | **Policy Effective Date:** |

***NOTE:*** This policy has been developed in accordance with the University Faculty Workload Policy, available [here](https://www.slu.edu/provost/faculty-affairs/faculty-workload-policies/university/university-faculty-workload-policy_text_5-26-21.pdf).

Please provide a statement of any governing principles (other than the University Policy, linked above) upon which the policy is based and any specific strategic directions that the workload policy is intentionally designed to help the unit achieve.

|  |
| --- |
|  |

Please provide a web link to the academic unit’s promotion and tenure standards posted on the provost’s website, with which the unit faculty workload policy must be fully consistent (per Section 5.9 of the University Policy).

|  |
| --- |
| The rank and tenure procedures and criteria for the [academic unit] can be found here. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Category of Work** | **Department or College/School Definition** | **Workload Unit Equivalency** | **Academic Unit Annual Standard** |
| *These are the fundamental categories of work to which SLU commits its faculty.* | *This is how the department or college/school more specifically defines each workload category for its academic discipline(s).* | This is the academic unit’s articulated equivalency of work in each category to the University standard of “one workload unit” – which, per the University *Faculty Workload Policy*, equates to the amount of work required to teach **one** credit hour in the discipline(s) of the academic unit. | *These are the unit-wide minimum work expectations for all faculty in the unit or for all unit faculty in certain classifications (tenured/tenure track/non-tenure track, or instructional/research/ clinical), at each distinct contract length (9 mo, 10 mo, 11 mo, 12 mo), as expressed in workload units.*  *If there are none for a given category of work, enter “n/a”. This does* ***not*** *preclude a unit awarding workload units for an individual’s work in categories with an “n/a” designation here.  It just means that, unit-wide, there are no minimum expectations for work in such categories.* |
| **Teaching** |  |  |  |
| **Scholarship, Research, and Creative Endeavor** |  |  |  |
| **Service to the University, Profession, and Public** |  |  |  |
| **Administrative Work** |  |  |  |

Per Section 6.4.h of the University Policy,provide a description of the process (including associated timelines) by which workloads for individual faculty are established annually.

|  |
| --- |
|  |

Per Section 6.4.i of the University Policy, provide a detailed description of how/where individual annual workload assignments will be made available annually to all faculty in the respective academic unit.

|  |
| --- |
|  |