

## Faculty Senate Resolution #12-37

Approved by the Faculty Senate: March 27, 2012

Approved by the Chancellor: May 2, 2012

Revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section I.H. Faculty Load

Additions are noted in **bold** print and deletions in ~~strikethrough~~.

**Revise and keep in the Faculty Manual.**

### H. Faculty Workload

A. Faculty Workload is defined by the Faculty Workload Administrative Regulation. This regulation describes how workloads are determined at the university, college, and departmental levels. The Brody School of Medicine and the School of Dental Medicine are governed by separate workload regulations. Refer to the [University Regulation on Faculty Workload](#) for more information.

B. The individual faculty workload is discussed in [Appendix C](#) - Personnel Policies and Procedures for the Faculty, *ECU Faculty Manual*.

C. Course reduction and reassigned time – Faculty members may apply for and be granted course reductions for the relevant period. Faculty who are granted a course reduction, shall be informed in writing by the unit administrator or department chair, including the purpose for the reduction.

A faculty member may apply for and receive 100 percent reassigned time for the relevant period, according to the [Faculty Scholarly Reassignment Regulation \(link to PRR\)](#) and upon the recommendation of the faculty member's department, school, or college personnel committee, the unit administrator and the next higher administrator, and upon the final approval of the appropriate vice chancellor.

D. The summer session, consisting of two summer terms, provides course work equivalent to that of the academic year. No faculty member can be guaranteed a teaching assignment in the summer session; tentative appointments (full time and part time) are made pending enrollment statistics. No faculty member on a nine-month contract will be assigned to more than one summer term in a session except when all faculty (including fixed term faculty) in the unit have had an opportunity to teach one term or in case of curriculum necessity.

### ~~H. Faculty Load~~

~~The standard teaching load for undergraduate courses is twelve semester hours per semester and nine semester hours per semester for graduate courses. Faculty members who are to be granted released time from teaching shall be informed in writing by the unit administrator of the purpose of the reduced teaching assignment. After soliciting faculty teaching preferences and prior to making final faculty assignments and at least two weeks prior to the beginning of each semester, the unit administrator shall apprise each unit faculty member, in writing, of teaching duties and responsibilities. If changes in a faculty member's assignment become necessary, the faculty member shall be notified of such changes prior to the effective date of the amended assignment. See *Appendix D, Tenure and Promotion Policies and Procedures of East Carolina University*. If a unit can absorb his or her teaching responsibilities, a faculty member may receive 100 percent released time for research upon the recommendation of the personnel committee or an elected standing committee, the unit administrator, and the next higher administrator, and upon the approval of the appropriate vice chancellor.~~

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