

Process of Workload Policy Development at UTEP

In November 2017, the University of Texas System Board of Regents passed Regents' Rule 31006 (available at <https://www.utsystem.edu/board-of-regents/rules/31006-faculty-workload-and-reporting-requirements>). In the same month the UT System Faculty Advisory Council developed a set of guidelines for the development and approval of the institutional workload policies (available at <https://www.utsystem.edu/sites/default/files/offices/academic-affairs/UTS%20Workload%20Guidelines%20FINAL%2011-9-2017.pdf>). The required implementation timeline allowed each institution one year for the development of their own institutional Workload Policies through their established shared governance processes (i.e. Faculty Senates). By November 2018 the final proposal of each institution's faculty Workload Policy is due for submission to the Executive Vice Chancellor of the UT System. As per the proposed timeline, institutional faculty Workload Policies become effective by the Fall of 2019.

To develop the faculty Workload Policy at UTEP, an ad-hoc working group was assembled, constituted by Faculty Senate appointed members and Provost Office appointed members. The work of the ad-hoc working group was facilitated and staffed by Vice Provost John Wiebe.

The ad-hoc working group included:

Faculty Senate Appointments

- Elena Izquierdo, Associate Professor of Teacher Education and Faculty Senate President
- Fadi Khasawneh, Associate Professor and Chair of Pharmaceutical Sciences
- Andrew Fleck, Associate Professor of English
- Pat Lara, Assistant Professor of Speech-Language Pathology
- Robin Grambling, Senior Lecturer of Marketing and Management

Provost Appointments

- Carlos Ferregut, Professor of Civil Engineering and Associate Dean of Engineering
- Diane Monsivais, Associate Professor and Director of Nursing Graduate Education
- Steve Wilson, Professor and Chair of Music
- Cristian Botez, Professor and Chair of Physical Sciences
- Bruce Cushing, Professor and Chair of Biological Sciences

During the Spring 2018 semester, input and comments were collected from faculty and administrators through various meetings and an online faculty survey. The results of the survey were announced at the April 10th Faculty Senate meeting (available at http://facultysenate.utep.edu/images/FS_Meeting_April_10_2018_Workload_Policy_RR_31006.pdf). Also, two faculty forums took place in late April in the Union Cinema. Based on the available input from faculty and administrators, the ad-hoc working group developed a draft for a proposed framework by late June, 2018, which was shared with the Faculty Senate on July 1st.

Considering feedback received on the proposed framework, the ad-hoc working group made edits to the framework and developed the enclosed Academic Workload Requirement document.

With scheduled transitions in Faculty Senate Leadership and the departure from UTEP of Dr. Cristian Botez, as of September 5, 2018 the working group now functions as follows:

Working Group Co-Chairs:

- Sandor Dorgo, Professor of Kinesiology and Faculty Senate President
- John Wiebe, Professor of Psychology and Vice Provost

Faculty Senate Appointments

- Elena Izquierdo, Associate Professor of Teacher Education
- Fadi Khasawneh, Associate Professor and Chair of Pharmaceutical Sciences
- Andrew Fleck, Associate Professor of English
- Pat Lara, Assistant Professor of Speech-Language Pathology
- Robin Grambling, Senior Lecturer of Marketing and Management

Provost Appointments

- Carlos Ferregut, Professor of Civil Engineering and Associate Dean of Engineering
- Diane Monsivais, Associate Professor and Director of Nursing Graduate Education
- Steve Wilson, Professor and Chair of Music
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The current Faculty Senate Executive Council determined the following timeline for final review and approval:

- Workload Policy document released to the Faculty Senate prior to the September 11th Senate meeting
- Senators will be asked to share the document with all departmental faculty
- Faculty will have until **September 25th to send feedback or comments** to Faculty Senate President, Sandor Dorgo (email: sdorgo@utep.edu)
- No further feedback or suggestions for editing will be accepted after September 25th
- The ad-hoc working group will consider and attempt make changes to the Workload Policy document based on the feedback received, as appropriate
- Edited final draft of the **Workload Policy document will be posted on the Faculty Senate website by October 2nd**
- Faculty Senators will be asked to **vote on the final Workload Policy document during the October 9th Senate meeting**
- Approved Workload Policy document will be **sent to the Executive Vice Chancellor of the UT System by November 1st.**