

## Great Basin College Workload Policy

The NSHE Board of Regents governs the workload of all faculty through guidelines established in their *Handbook*. These guidelines form the primary set of rules for faculty workload. Every agreement established in the Great Basin College Workload Policy conforms to those rules set down by the regents.

Relevant portions of the section of the *Handbook* addressing faculty workload include:

*“...all NSHE instructional faculty members are expected to teach; develop curriculum; conduct other instructional activities including advising, grading, and preparing for classes; maintain currency in their academic discipline; and perform public and professional service, service to the institution, and similar academic activities.”*

*“Consistent with the principles identified herein, and consistent with their mission, the NSHE institutions shall have substantial autonomy to select and determine the relative importance of faculty activities in the areas of teaching, scholarly research or creative activity, and service. The distribution of responsibilities should take maximum advantage of the talents of individual faculty members and may reflect differences among academic disciplines.”*

*“The Board of Regents affirms that the duties in each of these areas are essential elements of the work of the faculty and must be viewed as a whole whenever faculty workload and productivity are measured and reported. Faculty workload cannot and should not be measured solely by the time spent by the faculty member in the classroom.”*

*“At the community colleges, [there is] an expectation of 30 instructional units per academic year, or 15 units per semester...reassignments from the expected teaching load as well as course overloads must be approved in advance by the appropriate vice president, president, or at an alternative level to be determined by the institution.”*

*“It shall be the responsibility of the president of each NSHE institution to establish justifiable, equitable instructional workload standards through a process of shared governance with the faculty. It is expected that the institutional policies will provide detailed guidelines for equivalent teaching load credit as well as adjustments of workloads that reflect different kinds of instruction – including, but not limited to, distance education, rural education, internet instruction, vocational education, and clinical education. The policies should also take into account non-instructional activities that may be essential to the work of faculty in particular disciplines and provide equitable recognition for extra contact hours that faculty spend with students in courses that involve studios, laboratories, clinics, independent study, thesis and dissertation, internships, and similar activities related to instruction.”<sup>1</sup>*

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<sup>1</sup> Board of Regents Handbook, Title IV, Chapter 3, Section 3. It is in conjunction with these directions that the Compensation and Benefits Committee participates in the process on behalf of the GBC faculty.

Issues related to faculty workload (including but not limited to base workload, course types, overload, and reassigned time) are settled by the college administration and the Faculty Senate, represented by the Compensation and Benefits Committee. The Faculty Workload Policy developed by the faculty and administration is subject to frequent modifications – subject to the agreement of the senate and administration. The Compensation and Benefits Committee is the “bargaining agent” with the institutional administration in negotiating faculty workload.

Once approved by both bodies, all revisions to the Faculty Workload Policy become part of the Great Basin College *Policies and Procedures Guide*. The most recent major revision of the policy was approved by both the senate and administration, with final action by the senate being taken on April 6, 2005. Revisions were made throughout the 2008-09 academic year, with approval by the administration of the action taken by the senate on April 17, 2009.

The up-to-date version of the Faculty Workload Policy may be found at this location:

<http://www2.gbcnv.edu/administration/admin/PP/05-21.doc>

The Great Basin College *Policies and Procedures Guide* is located here:

<http://www2.gbcnv.edu/administration/policies.html>

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