



## WCCA Board of Governors' Policy

<b>Title:</b>	Faculty Workload
<b>Division:</b>	Educational Services
<b>Category:</b>	Faculty Workload
<b>Reference:</b>	Nebraska State Statute §85-1511
<b>Number:</b>	BP-630
<b>Date of Approval:</b>	October 5, 2022
<b>Approval:</b>	Lynne Klemke, President, WCCA Board of Governors

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### Purpose

The Board shall establish the expectations for instructional faculty workload based on the goals of promoting high-quality instruction, equity between faculty members, and efficiency in using WNCC's human resources to meet the needs of the institution and its students.

### Scope

This policy applies to all full-time faculty members employed by WNCC.

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### Policy

Fundamentally, any faculty workload policy is a set of expectations that the institution has for the amount of work that can be reasonably expected of each faculty member. Other measures are needed to approximate a reasonable expectation for the obligation of faculty time.

It is the policy of the Board that the administration of faculty workload, the specifics of which will be established through an administrative procedure, will reflect these institutional and economic values of the College.

### Institutional Values/Goals

- *Equity*

Institutional Values: Honesty, integrity, transparency, and respect for all people and perspectives.

Comparing faculty assignments is an impossible task. The faculty workload procedure will reflect, however, an attempt at fairness in distributing faculty assignments across departments and disciplines. It will recognize that different kinds of instruction require different time commitments in preparation for, during, and after each instructional period.

- *Flexibility*

Institutional Values: Collaboration, communication, innovation, and continuous improvement

The faculty workload procedure will be flexible enough to accommodate all types of faculty-related assignments in trying to achieve equity. It will also allow for adjustments based on special circumstances that cannot be predicted nor calculated in a mathematical formula.

- *High Quality Instruction*

Institutional Values: Lifelong learning and service to students and community

The faculty workload procedure will reflect both the lower end of work expectations for economic reasons and the upper end of work that a faculty member should be able to perform while maintaining the highest standards of educational excellence. While circumstances may require instructors to be in an “overloaded” situation, those should be minimal, rare, and relatively short-term for the health and well-being of the instructors and for the students they teach.

### **Economic Goals**

- *Resource Allocation*

Given the investment an institution makes to full-time instructional faculty positions in both salary and benefits, the institution must ensure that positions are allocated in the most effective and efficient way possible. The faculty workload procedure will inform these decisions.

- *Minimum “Faculty Productivity”*

Faculty members are responsible for a variety of teaching and learning activities as well as other time commitments in support of those activities. Not all of these activities generate enrollment, FTE, or other outcomes directly. Therefore, discussions of “faculty productivity” measures shall not be based solely on such outcomes. However, faculty workload will set upon a minimum standard of credit hours, contact hours, and/or student enrollment below which a position might be considered as less than full-time status.

### **Assignment of Responsibility**

The Chief Academic Officer (CAO) is responsible for enacting this policy and supervising its implementation.

### **Procedures**

The College President shall promulgate such procedures as may be necessary for the implementation of this policy.

## **Revising this Policy**

This Board Policy supersedes any prior WNCC policy, procedure, guideline, or handbook on this subject matter.

If statutory provisions, regulatory guidance, or court interpretations change or conflict with this Board Policy, the Board retains the right to revise accordingly and for the changes to take effect immediately.

**Adoption Date and Board of Governors' Minutes Item Number:** 1979, 1992

**Revision Date and Board of Governors' Minutes Item Number:** Effective with the fall 2022 semester

**Prior Policy Number:**

425.0300.92 (Faculty Assignment)

**Schedule for Review:**

**Divisions/Department Responsible for Review and Update:** Executive Vice President's Office

**Sponsoring Division/Department:** Educational Services

**Repeal Date and Board of Governors' Minutes Item Number:**

**Cross Reference:**

**Procedure(s) for Policy:**

AP-630.01 Faculty Load Calculation

AP-630.02 Course Section Caps

AP-630.03 Directed Individual Study

AP-630.04 Strategic Course Management

**Related Policies/References:**