



The University of Akron
Buchtel College of Arts and Sciences

Date: September 8, 2022

TO: Provost Wiencek

FROM: Dean McKinney

SUBJECT: Unit Level Workload Policy

The attached guidelines were approved by the faculty in the Department of Philosophy on September 6, 2022.

I approve these guidelines and criteria.

If you concur, we ask that you also approve the guidelines and criteria.

Department Chair

Dean Buchtel College of Arts & Sciences

Exec VP & Chief Admin Officer

Date

9/14/2022

Date

Date

Department of Philosophy
Workload Policy as of 10/25/2019
(Revised and approved by Faculty)

Mission: The primary goal of the Philosophy Department is to enhance and improve the intellectual quality of education of every undergraduate student at the University of Akron by developing their critical thinking, reasoning, and evaluative skills. These skills are necessary for success in every discipline and are of significant importance to each student's personal fulfillment and future success in any chosen occupation.

General Considerations: The Department of Philosophy maintains an active baccalaureate program, whose mission, in addition to providing a BA degree, is to service General Education as well as other programs, including Social Sciences Tracks (PPE and PSP), Integrated Biosciences, Biomedical Science, Biomedical Engineering, Nursing, and Respiratory Therapy. The department's workload policy aims to establish a relative balance of faculty time and effort spent in teaching, research/creative activity, and service. The unit Chair is responsible for achieving this balance and assigning individual faculty assignments. Beginning in AY 2020/21, the goal units that maintain baccalaureate programs have been given and are expected to move towards is the top of the 70-80% range in teaching for tenure-track and tenured faculty members. The remaining load includes basic service/research/creative activity, such as attending department meetings, serving on department/college/university committees, writing letters of recommendation, performing peer reviews, providing information for accreditation and other reports, attending graduation, publishing philosophical articles, writing philosophical book reviews, editing, reviewing, or refereeing philosophical papers, presenting philosophical papers at conferences, etc. Actual workload assignments in any given year are subject to change based on enrollments, the needs of the unit, or other unforeseen circumstances that warrant a change. Any such changes will be discussed with the affected faculty member and approved by the Dean.

Teaching: The Philosophy Department is committed to providing a quality undergraduate education by developing and maintaining rich, pluralistic programs of undergraduate education which advance the goals and mission of the University of Akron and the department. In addition to Gen Ed courses that serve the University at large, the Philosophy Department offers a major in Philosophy leading to the Bachelor of Arts degree, as well as various other degrees (e.g., minors or certificates). The philosophy curriculum provides opportunities to pursue intensive, in-depth study within the discipline of philosophy, with particular attention given to cultivating diverse philosophical methods, perspectives, modes of analysis, and critical thinking, and to exploring their relation to the concerns and interests of other disciplines. The philosophy curriculum also provides opportunities to pursue intensive, in-depth interdisciplinary study through its participation in two social sciences majors—the PPE track and the PSP track—and other interdisciplinary teaching. In addition, the department teaches undergraduate and graduate philosophy courses that are required by undergraduate and graduate programs in other academic units within the

University. The department aims to establish accountability in seeing that students needs are met through assessment and assuring flexibility in teaching assignments.

Teaching Load: Beginning in AY 2020/21, the goal units that maintain baccalaureate programs have been given and are expected to move towards is the top of the 70-80% range in teaching for tenure-track and tenured faculty members. The unit Chair is responsible for assigning individual faculty assignments. Load hours may be assigned to individual regular faculty for research/creative activities as part of their overall load, provided the goals for unit-level average teaching load have been met. The following items may be counted as part of the unit average:

- Honors Theses: (small class formula will be used to determine load, provided the students get academic credit)
- Independent studies (small class formula will be used to determine load, provided the students get academic credit)
- Thesis & Dissertation hours (small class formula will be used to determine load, provided the students get academic credit)
- Tutoring: (small class formula will be used to determine load)
- Designing and implementing experiential learning activities: (load TBD)
- Creating online content for a new course
- Creating online content for an existing course not previously taught online: (load TBD)
- Creating and submitting an entire curriculum proposal for a new course or program: 1 load hour
- Faculty led study abroad teaching

Faculty members are expected to teach every semester (excluding summers or when on leave) regardless of their research, service, or other academic obligations. Course-related functions such as class preparation, grading, office hours, and student communications are included in teaching load for a particular activity.

Special Provisions for Teaching Loads

- **Teaching Outside the Department/Team Teaching:** Faculty members who wish to teach outside the Philosophy Department (e.g., in the Honors College or the Ex (L) Center) or team teach with a colleague in another academic unit must secure approval from the unit Chair in advance if the class is to be counted as part of the teaching load. In the determination of teaching loads and schedules, the needs of the Philosophy Department take priority, although every effort will be made to accommodate the needs of other programs in which Philosophy faculty may teach.
- **Teaching Overloads:** The Philosophy Department discourages faculty from taking on regular academic year overload assignments, but on rare occasions overloads may be authorized by the unit Chair with the approval of the relevant Dean. It is also possible that, by mutual agreement of the unit Chair and the faculty member, a temporary overload in one semester may be balanced by a reduction in another, provided that the total load for the academic year does not exceed 24 hours per academic year.

Research: A commitment to research demands creating and maintaining an intellectual culture in which faculty and students are free to explore traditional and innovative philosophical issues, to generate philosophical results of the highest caliber, and to disseminate the results of this research within and beyond the community of professional philosophers. The Philosophy Department values original research in philosophy, interdisciplinary research, and research that promotes best practices in its classrooms. Through its curriculum and its public events, the Philosophy Department strives to bring the fruits of this research to the university community and the public at large.

Research Load: Load credit may be granted for scholarly research/creative activity. A written research/creative activity proposal must be approved by the department chair and by the dean of the college before load credit is assigned. The department chair and deans will audit the project at the end of the academic year to determine whether the accomplishments warrant continuing the load credit. The number of research load hours assigned to individual faculty will reflect the level of effort (e.g., number/quality of publications) and importance of the activity to the mission of the unit, provided the goals for the unit-level average teaching load have been met.

Service: The Philosophy Department recognizes that communities form around shared values and common projects, and that communities flourish only through the best efforts of their constituents. Departmental faculty and students strive to advance the goals of the College of Arts and Sciences, the University of Akron, and the various scholarly organizations to which they bring their talents. Beyond academe, members of the Philosophy Department share their knowledge, skills, and interests in the ongoing enterprises of civil society and government.

Service Load: Load credit may be granted by the department chair on consultation with the dean for service in such areas as committees and professional organizations. The level and type of service activity (including service to the college, university, and public) may include:

- Recurring committee assignments with large time commitment
 - Unit, College or University committee assignments (load TBD)
 - BCC (load TBD)
 - Department Undergraduate Advisor (load TBD)
 - Department Certificate Coordinator/Outreach Director (TBD)
- Ad Hoc (with justification) (load TBD)
- Professional (with justification) (load TBD)

The number of service load hours assigned will reflect the level of effort (e.g., the number and duration of meetings) and importance of the activity to the mission of the unit, provided the goals for the unit-level average teaching load have been met. With the approval of the dean of the college and the senior vice president and provost and chief operating officer, load credit may be assigned for special functions not covered in these guidelines (e.g., counseling and academic advising of students as a special collegiate and departmental assignment, developing and preparing new programs and/or relationship to the time necessary to carry out the assignment and to the importance of the activity to the department, college, or university).