

PATHWAYS FOR WORKLOAD DEADLINES

These deadlines are for all full-time tenured, tenure-track and non-tenure track faculty to undergo the workload process as stated in ADM 06-501. All are encouraged to begin this process shortly after the previous year has concluded.

Workload

Due Dates/Deadlines

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| 1. Seat Capacity for each unit determined by Chair/School Director (Based on enrollment). | No later than January 15, 2022 |
| 2. Deans send reminder to Chairs/School Directors to meet with their faculty to discuss and develop their workload distribution. | No later than January 15, 2022 |
| 3. Faculty propose and submit a workload effort plan via the Faculty Portfolio Tool (FPT). | No later than April 4, 2022 |
| 4. Chairs/School Directors meet with faculty to discuss, develop, and review their workload distribution. | No later than April 29, 2022 |
| 5. Dean reviews the faculty's workload effort plan and makes a determination. | No later than May 27, 2022 |
| 6. Provost reviews faculty's workload effort plan and makes a determination. | No later than June 30, 2022 |