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ARTICLE XI

SCHOOL OF NURSING FACULTY UNIT MEMBERS

A. Faculty Contracts

1. Faculty unit members will normally be appointed on either an academic year or a calendar year basis. Academic year appointments are for 10 months, normally between August 15 and June 15. Academic year appointments provide for salary payments to be spread out over 12 months. Calendar year appointments are for 12 months.

2. In cases where faculty unit members' contracts are not renewed due to program suspension or decrease in enrollment, if the need for faculty unit members in these areas should arise, the University shall give due consideration to these faculty unit members for rehire.

B. Faculty Effort

1. Faculty at the School of Nursing have either a ten (10) months or twelve (12) month appointments, based on the needs of the program and the School.

2. The academic year for twelve (12) month faculty unit members shall begin on July 1st. the academic year for the (10) month faculty unit members shall begin on August 15th.

3. Faculty unit members teacher contact hours (TCHs) are defined below.

TCH Expectations per year.

Non-Tenure Track NTT			Tenure Track TT		
Rank	Academic year	Calendar Year	Rank	Academic year	Calendar Year
RBHS Lecturer	24	30			
RBHS Instructor	24	30			
Assistant Professor	21	27	Assistant Professor	9-15**	12-18**

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Associate Professor	18	24	Associate Professor	15	18
Professor	15	18	Professor	6-9	9-12
Distinguished Professor	12	15	Distinguished Professor	6	6-9

**Range is based on years in appointment, with newer appointments having fewer credit requirements. Per the Chancellor – newly hired tenure track faculty shall have 70% of the protected effort for the first 3 years to launch a funded program of research.

If a course is cancelled, the faculty member will be expected to teach another course either during the same semester or in a subsequent semester. Appropriate Divisional Associate Deans will determine such reductions or increases in collaboration with the faculty member.

4. Faculty effort shall be negotiated between the School of Nursing administration and the faculty unit member, based on the needs of the academic program, prior to the start of the academic year although there may be occasion where circumstances may change during the academic year which might necessitate a change to the faculty effort (e.g. awarding of research grant to the faculty member). Faculty effort shall include but not limited to education, service, research and clinical practice as negotiated between the faculty unit member and the School of Nursing administration. For purposes of faculty effort, TCHs shall be defined as follows:

one hour of classroom teaching equals one TCH;

two hours of clinical practicum equals one TCH;

three hours of simulated patient laboratory equals one TCH;

three hours of clinical duties equals one TCH;

three hours of other professional effort equals one TCH;

for development of a new course, one academic credit equals one TCH:

for teaching of an online course, one academic credit equals one TCH.

Online course (~~which does not include in person classes being held remotely due to a pandemic~~) enrollment will be limited to 20 students for a graduate course and 25 students for an undergraduate course; additional enrollment shall require the faculty unit member's prior agreement. **In the event that enrollment exceeds the numbers above, the faculty member shall be compensated an additional \$900 per additional student**

Face-to-face or hybrid enrollment will be limited to 30 students for a graduate course and

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35 students for an undergraduate course. In the event that enrollment exceeds the numbers above, the faculty member shall be compensated an additional \$900 per additional student.

Specialty Directors/Course Leaders shall be credited one to three TCHs per semester depending on responsibilities and/or program size. Two TCHs per semester will be credited for faculty course and/or level coordinators by the Associate Dean of the respective division.

Ad hoc activities relating to the mission of the School of Nursing shall be taken into account when faculty effort is negotiated.

The Associate Dean for Nursing Science, when assigning workload, will take into account faculty serving as Chair or Member on a PhD dissertation committee by counting 1 TCH per student per semester (maximum 2 year period) or ½ TCH per student per semester those serving as a Committee Member for a dissertation committee (maximum 2 year period)

Primary advisors/chairs for DNP projects will receive 1 TCH per student per semester during the time of project planning, implementation, and completion (maximum 1 year period).

Appropriate Divisional Associate Deans will be determining reductions in TCH for significant service activities (such as significant leadership role on behalf of the School or University, and funded research activities in collaboration with the faculty. Independent studies also will be negotiated with the Divisional Associate Dean.

5. For faculty engaged in faculty practice, three (3) weekly hours of such activity shall equal one (1) TCH. Unless a faculty practice requirement is set forth in the initial offer letter and such requirement is continued in any subsequent reappointment letters, participation in faculty practice is an option, negotiated between the faculty unit member and the School of Nursing administration.

6. Overload faculty effort will be compensated at the rate of **\$2200** ~~\$1,886~~ per credit, effective Fall ~~2022~~2020 and **\$2400** ~~\$1,933~~ per credit, effective Fall **2023** 2024 Overload assignments occur when the TCH exceeds the caps listed above and there are no other viable options. Workloads are calculated on an Academic or Calendar year basis and not semester by semester.

The following are certain examples of what constitute acceptable research/scholarship and/or service justifying a reduction in expected TCH.

a. Research/Scholarship

Faculty members are expected to maintain an active scholarly focus. Examples of scholarship include:

- active research,
- grant proposal preparation and submission,
- manuscript preparation and publication,
- relationship-building activities for interdisciplinary collaboration,
- preparation, submission, and presentation at local, national, and/or international conferences

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- Scholarly clinical practice (when applicable)
- o consulting within the clinical agency and in regional and national spheres
- o introduction of practice innovations that reflect cutting-edge practice modalities
- o interpretation and application of research results
- e design and execution of applied research in the clinical setting

The faculty unit member may negotiate with the School of Nursing administration to accommodate an active program of research, which shall be reflected in faculty effort.

b. Service

The primary faculty responsibilities in service are to the School of Nursing and to the University. It is expected that all faculty will participate in the activities of the School of Nursing and to also make contributions to the nursing profession and its societies, and to the society at large.

Examples of academic service are:

- Active participation in committees of the School of Nursing and the University;
- Representing the department within the School of Nursing, the University, the profession, or the community at large;
- Advising students on course material and on departmental curriculum;
- Participating in the recruitment of new faculty;

Examples of extramural service are:

- Editorship of scholarly journals;
- Organization of conferences, symposia, technical meetings and workshops;
- Review of technical papers and proposals;
- Service on panels for professional societies;
- Publication of journals and newsletters, and clinical editing;
- Professional Organization committee service or chair;
- State or National Committee

Service may include activities not listed above which are beneficial to the School of Nursing and to the University. The faculty unit member may negotiate with the School of Nursing administration to accommodate significant service activities, which shall be reflected in faculty effort.

7. Special Considerations

- a. When possible, teaching load shall be distributed evenly across semesters, (for example, faculty should not be teaching 3 credits one semester, followed by 12 the next semester.)
- b. Other assignments are negotiated with the appropriate Divisional Associate Dean, Executive Vice-Dean, or Dean.
- c. When possible, academic teaching schedules shall be distributed by the end of the previous academic semester.

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- d. Faculty may be asked to make up clinical activities or classes upon return from vacation periods.

C. Tuition Reimbursement

1. Faculty unit member(s) enrolled in terminal degree programs related to their areas of instruction or approved as such by the School of Nursing administration may receive tuition reimbursement at a rate of **\$1000** ~~\$300~~ per credit, or the actual tuition, whichever is **more less**, reimbursement shall not exceed **twelve (12)** ~~nine (9)~~ credits per semester at the doctoral level.

2. Faculty unit member(s) may also receive tuition reimbursement at the rate described above for graduate study related to their area(s) of instruction or approved by the School of Nursing administration that is not part of a terminal degree program. Such tuition reimbursement shall not exceed six (6) credits per semester and shall be limited to thirty-eight (38) reimbursable credits during the employment of the faculty unit member at the University.

3. To receive reimbursement, the faculty unit member must submit a written request to the appropriate assistant dean. The assistant dean shall respond to the request within twenty (20) working days of the request. Reimbursement shall be subject to the availability of funds.

4. To receive reimbursement, the faculty unit member must submit written proof of both tuition payment and satisfactory completion of course work to the assistant dean. To be eligible for tuition reimbursement, the faculty unit member must maintain the grade point average required for successful completion of his/her program of study.