

Workload Policy of The Department of Sociology, Anthropology, Social Work and Criminal Justice

The department recognizes the following areas of professional performance as constituting the workload of its faculty and subject to performance review: instruction, scholarly activity and accomplishment, and university, professional and public service. These workload expectations have been developed with a sense of cross-university standards being currently applied, yet with sufficient flexibility as to allow for an individual's particular mix of accomplishment and activity. Thus, the department recognizes that members may vary in their balance of teaching, research, and service activities over time. It sets forth below its understandings as to what each of these implies in the context of its overall mission and the expectations commonly held in the academic disciplines to which its members belong.

The mission of the Department of Sociology, Anthropology, Social Work and Criminal Justice is to generate and disseminate knowledge in the three major social science disciplines and the professional field of Social Work that are administratively housed within it. Its members regard the research and teaching aspects of its mission as intertwined and mutually enriching. These activities are central to the departmental mission: all members seek to be as productive and effective as they can in attending to both. Thus, scholarly activity, as defined in the department's approved criteria, is regularly expected of each faculty member.

With respect to its teaching mission, the department offers a full range curriculum in all four disciplines, contributes courses that satisfy the university's general education curriculum and diversity requirements, and provides core courses for several College programs and concentrations. It is generally assumed that each faculty member will teach a departmentally designated number of courses each academic year. Course reductions are made for faculty based on research program and productivity, special considerations of teaching (i.e., student enrollment, course development), outside scholarship and/or service that benefits the department (i.e., journal editor, association position), or whose administrative duties exceed the scope of expected service to the department (i.e., chairperson, chief academic advisor) or the College (i.e. director of a program or concentration). Course reductions also are made for faculty whose load has been permanently reduced in accordance with the AAUP contract (i.e., phased retirement, permanent load reduction).

Department faculty are also expected to offer service activities as a routine phase of departmental and College citizenship, to contribute to university life, to participate as fully as possible in relevant capacities in professional scholarly societies, and to participate professionally in the university's mission in local, state, national or international venues. It is generally assumed that each faculty member, in consultation with the department chair, will provide an appropriate level and mix of service activities each academic year.