



FACULTY SENATE PROPOSAL  
FSP-2021-2022-007

**I. Proposal Name**

**Overloads: Policies, Support, and Pay for all Full-Time Faculty Across Colleges**

**II. Statement**

The University of Central Oklahoma (UCO) should pay full-time faculty with justified overloads over 27 hours per academic year regardless of reassignment time given to those faculty. This rate of pay should be the same as a comparable adjunct faculty at their degree level. Full-time faculty should not be required to accept overloads over 27 hours per academic year whether that overload is paid or not. The UCO Faculty Handbook needs to be specifically amended to acknowledge this university-wide policy.

As such, UCO should end policies and/or practices within the colleges, schools, institutes, and departments, that require faculty to teach overloads. UCO should end policies and/or practices within departments, schools, colleges, and institutions that allow faculty to teach overloads without appropriate overload pay.

**III. Justification**

Currently, UCO Faculty, within some colleges, are required to teach overloads as there are not enough qualified adjunct faculty to teach the necessary courses. Using unqualified adjunct faculty to teach important courses in a student's degree program will result in poor retention of students in those classes and educational outcomes below established academic standards.

The UCO Faculty Handbook does not directly address overload policy university-wide; however, some colleges have written policies in existence that are outdated, while other colleges follow a procedure based on the leadership of the college at the time.

In the preface to the UCO Faculty handbook it states, "In case of a discrepancy between RUSO and UCO policies, RUSO policies will supersede UCO policies."

In Chapter 2: Faculty Roles and Responsibilities, RUSO policy is referred to in the following statements in the UCO Faculty Handbook regarding the annual load of a faculty member, Section 2.31:

A full-time faculty member should generally carry an instructional load of twenty-four (24) to twenty-seven (27) hours per academic year and a non-instructional equivalent

load of nine (9) to twelve (12) hours per academic year so the full-time load would be the equivalent of thirty-six (36) hours per academic year. The annual load is typically split evenly across semesters unless circumstances approved by the university president allows otherwise (Section 3.1aRUSO).

Section 2.33 states:

The expected workload of a full-time faculty member is defined in terms of a course credit hour according to the RUSO policy 3.17 and is the equivalent of eighteen (18) hours per semester. RUSO uses the credit hour as a form of currency to measure workload, where a full-time 18 credit hour load is equivalent to a workload of 40 hours per week. This means that 1 credit hour is equivalent to 2.22 workload hours (1 CH=2.22 hrs).

Using the RUSO guidelines and current instructional workload practice at UCO, a full-time faculty member will carry an instructional load of 12.0 CHs (equivalent to 26.67 workload hours per week) and an instructional support load of 6.0 CHs (equivalent to 13.33 workload hours per week) for service and scholarly activities.

Another important consideration related to this proposal is accreditation guidelines. HLC's Statement for Highly Qualified Faculty adopted a clarification to HLC's Assumed Practice B.2. regarding faculty roles and qualifications, that became effective in September of 2017, which further illustrates the importance of utilizing full-time faculty. HLC's qualified teaching guidelines apply to all faculty members whose primary responsibility is teaching, including full-time tenured or tenure-track, part-time, adjunct, dual credit, temporary and/or non-tenure-track faculty. The guidelines include credential requirements, including that instructors possess an academic degree relevant to what they are teaching and at least one level above the level at which they teach, except in programs for terminal degrees or when equivalent experience is established. Additionally, if instructors are teaching outside of the discipline where their highest degree is held, they need to have 18 graduate credit hours within that area.

It is also worthwhile to note that paying full-time faculty for overloads will save money over the long run, since the overload doesn't start until they are 1.5 hours past the normal 12-hour load for a full-time faculty member. So, choosing instead to pay adjunct faculty to teach those classes, the university actually ends up paying more.

Submitted By: Dr. Rob Glaubitz, Senator Archuleta, and Senator Moran

Approved By: Personnel Policies Committee on March 4, 2022.

**PASSED UNANIMOUSLY ON 14 APRIL 2022.**



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**JENNIFER BARGER JOHNSON**  
UCO Faculty Senate President