



College of Health Professions

for your information - news for faculty and staff

For Your Information – September 11, 2014

Faculty workload plan to be pilot-tested – The College of Health Professions is pilot-testing a faculty workload plan this semester. One purpose of the workload plan is to help department chairs and the college administration manage faculty work assignments. Another purpose is to monitor faculty work assignments so that they fit with the faculty member's appointment (e.g., tenure track vs non-tenure track), his/her career development plans, and the department's needs.

The workload plan addresses all major areas of responsibility for faculty members – teaching, scholarly activity, service, and clinical practice. And flexibility is built into the plan so that various types of work assignments can be accounted for. For example, the category of teaching includes lecture, lab, clinic, thesis and dissertation, independent study, continuing education, and peer mentoring. Each type of faculty activity is assigned a range of “units” each semester. A full-time workload in the pilot test is considered to be between 5 and 7 units per semester.

Some department chairs have introduced the plan to faculty members and have begun compiling work assignments for the first round of data collection. After data collection, the college's Executive Committee (department chairs and deans) will review the plan and make changes, if necessary. If all goes well, the plan will be formally initiated in 2015.

For complete information about the workload plan pilot test, [click here](#).

Timely Matters

September 15 – New/revised course syllabi due to Curriculum Committee the 15th of each month

September 17 – Accounts deactivated for students lacking health insurance verification

September 24 – First day of Rosh Hashana (Judaism); ends September 26. For more information, [click here](#)

September 30 – Student HIPAA training verification due to dean's office

October 1 – Board examination pass rate worksheets due to the dean's office

October 1 – Spring textbook lists due to the dean's office

October 3 – Last day to drop with a grade of W for fall semester



is produced by the Office of the Dean of the College of Health Professions for faculty and staff members of the college. Submit FYI items to Deborah Taylor at TaylorDeborahC@uams.edu.