

**ARTICLE VI - SELECTION AND RESPONSIBILITIES OF DEPARTMENT CHAIRS, PROGRAM AREA CHAIRS, AND DEPARTMENTAL AND LIBRARY PROCEDURES**

**F. REDUCTION OF INSTRUCTIONAL WORKLOAD OF DEPARTMENT CHAIR**

In order to permit a Department Chair to function effectively as a teacher and at the same time permit him/her to fulfill his/her administrative obligations, his/her teaching workload shall, ~~upon request,~~ at Universities other than Framingham State University, be reduced as follows:

<b>Number of Faculty Members</b> <b><u>Employees</u><sup>1</sup> in the Department</b>	<b>Reduction per Year (semester hours of <u>credit of instruction</u>)</b>
<del>up to 3</del> up to <del>3</del> 6	<del>3</del> 36
<del>4 to 8</del>	<del>6</del>
<del>9 to 12</del>	<del>9</del>
<del>13 to 19</del>	<del>12</del>
<del>20 to 25</del>	<del>15</del>
<del>7 to 17</del>	<u>number of employees in the department</u>
<del>18</del> 26 or more	18

At Framingham State University the teaching workload of each Department Chair shall, ~~upon request,~~ be reduced as follows:

<b>Number of Faculty Members</b> <b><u>Employees</u> in the Department</b>	<b>Reduction per Year (<u>courses</u>)</b>
<del>up to 3</del> up to 3	1 course
<del>4 to 8</del> 4 to 8	2 courses
<del>9 to 13</del> 9 to 13	3 courses
<del>14</del> 20 or more	4 courses

~~At all Universities, Department Chairs of departments having three (3) faculty members shall be granted the reduction above in the academic semester during which the Department Chair is required to conduct faculty evaluations pursuant to the provisions of Article VIII of this Agreement.~~

In semesters when a department's academic program review or accreditation review is taking place, a department chair shall receive an additional 3 credits of course release time.

For the purposes of this Section, the membership of a department shall be calculated by the number of equivalent full-time teaching members of such department (which phrase shall be

<sup>1</sup> "Employee" means faculty, administrative assistants, lab technicians, studio managers, etc., on a head-count basis.

deemed to include any full-time member of such department part of whose workload has been assumed pursuant to Article XII, Section D, of this Agreement and shall be deemed to exclude any full-time member of such department who is then on a leave of absence on a full-time basis that is not to expire sooner than the expiration of the then-current semester) who are teaching on October 1 of the academic year preceding the academic year for which the reduction is granted.

Twelve (12) semester hours of credit of instruction, when taught in any department by part-time members of the faculty, shall for these purposes be the equivalent of one (1) full-time teaching member of such department; and every full-time member of the faculty shall, for the purposes of this paragraph, be counted as a full-time member of his/her home department as defined in Article I, Section D(21).

At the discretion of the President, upon recommendation of the Vice President, and where circumstances so require, the workload of a Department Chair may be further reduced.

Every reduction granted pursuant to the provisions of this Section is granted on the express understanding that the Department Chair to whom such reduction has been granted has undertaken to and will discharge those obligations and duties that are set forth in the other provisions of this Agreement and with the further express understanding that the President is charged with the responsibility for evaluating such Department Chair pursuant to Article VIII of this Agreement for the purpose, among others, of ascertaining whether such Department Chair is discharging such obligations and duties in accordance with the terms of this Agreement.