

Article 10.27 of The Agreement (2005) between the RIC/AFT and the Board of Governors stipulates, "The Administration will provide at least 48 faculty load hours per semester for the purpose of reassigning faculty from direct teaching responsibilities to specific and approved projects in scholarship, creative endeavors, public service, and/or applied research (including, but not limited to, research on student performance). Allocations of this time will be distributed among faculty from the four academic schools in a manner which considers (a) the relative size of the various schools, and (b) particular faculty needs and opportunities for productive use of the reassigned time. Said reassigned time will be requested by individual faculty and will require the approval of the department chairperson, appropriate dean, and the Vice President for Academic Affairs. Faculty who receive three or more faculty load hours of reassigned time from teaching under the provisions of this section will not be eligible for overload compensation during the semester of reassignment."

DIRECTIONS: Individual faculty members requesting reassigned-time under the provisions of Article 10.27 of The Agreement should complete the first page of this form and submit it to their department chairperson.

_____ Faculty Member's Name _____

Semester and year for which the reassigned time is requested:	Number of credits of reassigned-time being requested:
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Describe the project to be addressed during the period of reassignment—its character (e.g., scholarship, creative endeavor, public service, applied research).	
Provide a time-line for the project (i.e., When will it be initiated, or has it already begun? What is the anticipated completion date?)	
What is the expected product or outcome of the project?	

_____ Faculty Member's Signature

_____ Date

Department Chairperson: Provide a statement indicating whether you support this request, and describe how the department will accommodate this reduction in teaching resource. **Forward this form to your dean.**

Academic Dean's Recommendation. Either recommend approval for a specific number of faculty load credits, or deny approval and provide a rationale. Forward this form to the VPAA.

APPROVALS

Vice President for Academic Affairs

Date

Number of
Credits
Approved

President

Date

Number of
Credits
Approved