



KENTUCKY STATE UNIVERSITY POLICIES AND PROCEDURES

POLICY TITLE:

KYSU Online Faculty Workload Policy

VOLUME, SECTION & NUMBER:

1.3.10

ENTITIES AFFECTED:

Full-time Faculty

Adjunct Faculty

Administrators

ADMINISTRATIVE AUTHORITY:

Board of Regents

Academic Affairs

APPROVED BY:

Kentucky State University Board of Regents

Office of the Provost/Vice President for Academic Affairs

Office of Online Education

EFFECTIVE DATE:

7/1/2024

REVISED FROM:

Section 2.11 of the Faculty Handbook

PURPOSE:

The purpose of the *KYSU Online Faculty Workload Policy* is to define the relationship between full-time faculty contracts and online courses (i.e., courses taught in the online modality through KYSU Online). This policy also preserves the availability of full-time faculty for the residential programs of Kentucky State University despite their involvement in KYSU Online.

POLICY STATEMENT:

The online programs are supported by two faculty types: full-time faculty (i.e., full-time residential faculty) and adjunct faculty. To ensure that an adequate number of full-time faculty are available for the residential academic programs, administrative assignments, and committee service, full-time faculty may not use online course load (i.e., courses delivered in the online modality in the academic programs of KYSU Online) to fulfill their full-time teaching requirements. Full-time faculty must fulfill their



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contractual teaching obligations with courses delivered in the traditional, hybrid, or virtual modalities. See the *KYSU Online Course Modality Policy* (1.3.14) for a description of each modality. The Provost must approve exceptions to this policy in advance.

Even though full-time faculty must fulfill their full-time teaching obligations with courses in the traditional, hybrid, and virtual modalities, they are permitted to supplement their full-time workload with KYSU Online courses. The online course load is handled separately from the full-time contract. See the *KYSU Online Faculty Workload Procedures* (1.3.15) for details.

RELATED PROCEDURES:

The procedures outlined in *KYSU Online Faculty Workload Procedures* (1.3.15) will be used to measure and track faculty workload. These procedures support the needs of KYSU Online to accommodate a broader range of faculty work and types. The procedures also accommodate KYSU Online's use of subterms in addition to the standard semester-length terms of the residential programs.

DEFINITIONS:

Full-time Faculty

See the definitions of full-time faculty in the Faculty Handbook and the KYSU Online Faculty Handbook.

Adjunct Faculty

See the definitions of adjunct faculty in the Faculty Handbook and the KYSU Online Faculty Handbook.

RELATED POLICIES/DOCUMENTS:

- 1.3.14 KYSU Online Course Modality Policy
- 1.3.15 KYSU Online Faculty Workload Procedures

STATUTORY OR REGULATORY REFERENCES:

N/A

POLICY OWNER/INTERPRETING AUTHORITY:

Office of the Provost/Vice President for Academic Affairs

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