

Furloughs & Workload Reduction Ideas

Fall 2009, Compiled by Rachel Fernflores, Academic Senate Chair & Rich Saenz, CFA Campus President

Teaching:

- Give students outside project/coursework
- 10% reduction in office hours & careful reduction of meeting with students outside of office hours.
- Hold office hours **or** respond to student e-mails, but **not both**
- 10% reduction in grading material/grading time
- 10% reduction in actual material presented
- Choose some teaching days as furlough days
- Give students some assignments that we do not grade
- Use furlough days for specific out of classroom assignments. Students can still do studio work, project work, research, on furlough days
- Eliminate written work and evaluation from courses, even if typically mandated by College or University requirements
- Reduce the number of course preps
- Teach large lecture classes & employ graduate students to grade
- Supplement faculty time with student assistance hours
- Cut 10% of the lessons from every course
- Give more quizzes instead of exams
- Eliminate comprehensive exam/final exam, but teach the same amount of material in class/lab, giving more quizzes and restructuring the grading accordingly
- The two (instructional) days of thanksgiving week are a logical choice for furlough days

Service:

- Cut down on service work involving assessment, strategic planning, accreditation work, and other non-essential committee work generated by administration
- Service should be limited to RTP, which should be streamlined, curriculum, and activities that directly enrich the intellectual environment
- Be careful not to lose faculty voice in shared governance as a result of furloughs. At the same time, identify all committees that are non-essential and suspend or limit their agendas for the year
- Shorten department faculty meetings by 10%
- Urge all committees / chairs to be **EXTREMELY** frugal in frequency & duration of meetings

- Technology (email, discussion boards, etc.) should substitute for as many face-to-face meetings as absolutely possible
- Consider improved efficiency in the College administration
- Suspend the FAR process

Campus Wide Approaches:

- A four day reading week
- Declare the 10th week of each quarter as a reading period, during which time no lectures are held and students prepare for finals
- “Another possibility to be considered is that Spring quarter be divided into two 5 week periods with 1/2 the faculty teaching in the first half and 1/2 the faculty teaching in the second half. Each ten week course would be squeezed into 5 weeks, eg., offered 4 times per week rather than 2 during its 5 week period. The 1/2 time that the faculty member is not teaching he/she can use as their 'furlough' time. This doesn't reduce the teaching load but I think many faculty might find this interesting. One way to operationalize this for a subset of OCOB faculty is that it be done in groups of two where the two faculty have a similar teaching load and that one is scheduled to teach MW and the other TTH with one teaching the first half and the other teaching the second half of the quarter. hmm, actually this might be a logistical nightmare especially for scheduling ... and for students, but it is a thought.”
- “Take off a different day of the week every other week: Shut down the department on the Friday of the 1st week of the quarter, Monday of the 3rd week, Tuesday of the 5th week, Wednesday of the 7th week, and Thursday of the 9th week. Students to attend class or studio to work on their projects or study. Use the furlough days for specific out-of-classroom assignments”
- Suspend new department or college initiatives

Other:

- Teach 10% fewer WTU's. Each fulltime faculty member could be given a teaching reduction of 4 WTUs through assigned time, then select as furlough days non-instructional days. [Senate Chair & CFA President made several attempts to secure this for faculty. Our administration was on board: CO was not.]
- “We are still scratching our heads on this Our big problem is how this will affect our productions. In Theatre and Dance much of the coursework in our programs is integral to our productions. This applies to both faculty and student driven productions. Faculty members are often on campus six and sometimes seven days a week during the crunch leading up to openings. I believe this is probably the same for Music and may apply to other programs as well. We cannot just "take days off" and not expect to see a change in the quality or the quantity of what we do. This also applies to support staff. I have not heard any discussion about CTO time in all of this. Our productions run on nights and weekends. Technical rehearsals often conflict with holidays. Our one technician, who

supports both the theatre and dance programs, requires some flexibility in the structuring of work hours or we're out of business. CTO provides that flexibility. Debra made it clear yesterday that staff cannot accrue CTO during weeks when they take their furlough days. This means a scheduling nightmare for us. I'll let you know what we come up with."

- "The University could offer an unpaid leave of absence for one or more quarters with health benefits remain and service time to any interested faculty."
- "A group could 'donate' furlough time to a worthy cause. The third suggestions means that 10 senior professors would have no change in workload so that one assistant professor could teach nothing and have full time for research. This idea is akin to randomly choosing one of every ten faculty to be a (fully paid) research fellow, while the rest of us continue to do our normal work at reduced pay."
- Take furlough days close to holidays
- "Consider creative ideas to leverage faculty time; eliminating small programs that do not have sufficient demand."
- "Individual faculty member takes furlough on non-instructional days. Faculty member is excused from any or all research obligations. Faculty member is not expected to research or produce scholarly publications during furlough period. Faculty member may be expected to keep current in teaching field(s)."