UNIVERSITY OF ILLINOIS AT SPRINGFIELD
CAMPUS SENATE AY 2010/2011
RESOLUTION 41-15

Request for Reallocation of Faculty Duties

WHEREAS, the UIS Faculty Personnel Policies provides no guidelines or procedures for addressing full-time tenured and tenure-track faculty who wish to have their duties reallocated for a period of eight weeks or more but who do not qualify for, or have not requested, a leave of absence or Family and Medical Leave Act leave, or other leave; and

WHEREAS, specific guidelines would best serve the needs of faculty, departments, colleges, and the University, and are the legitimate concern of each;

THEREFORE, BE IT RESOLVED that the Campus Senate of the University of Illinois at Springfield approves the following revisions to Article 9 of the UIS Faculty Personnel Policies:

ARTICLE 9

PROFESSIONAL RESPONSIBILITIES

Section 9. Request for Reallocation of Duties

In the event that full time tenured and tenure-track faculty are unable to meet any of the expectations outlined in the personnel policies for a period of eight weeks or more, but have not been granted a leave of absence, Family and Medical Leave Act leave, or other approved leave, the following procedures shall apply. The faculty member shall submit to the Dean a written request for reallocation of duties that includes the nature of the
reallocation and the specific period for which it is requested. The request shall be accompanied by a letter of recommendation from the Department that includes the results of a Departmental vote. Requests and letters of recommendation shall include an analysis of the impact of the reallocation on departmental functions. After considering the Departmental recommendation, the Dean shall submit a recommendation to the Provost for approval. Approvals may last no more than one academic year, but may extend beyond such time with a renewed request that follows the above process and is submitted at least three months prior to the start of the semester for which the renewal is requested.