

FTE Work Assignment

It is the responsibility of the department chair to ensure a fair distribution of workload and a reasonable breakdown into the different FTE categories for each faculty member, as is deemed essential for successful delivery and high quality of the programs offered or contributed to by the department.

For candidates to be promoted into higher academic ranks, the department chair is responsible to allocate sufficient time to enable the faculty member to fulfil those standards that are required for promotion (see Promotions Criteria in this SOM Faculty Handbook). A faculty member who wants to challenge their work allocation can appeal to the senior associate dean of basic sciences.

Appointments to administrative roles, which have variable FTE allocations depending on the role, are at the discretion of the Sr. associate dean of basic sciences, after discussing recommendations with the department chair.