

### **UCF--3.032 Faculty Assignments.**

(1). All full-time tenured, tenure-earning, and recurring non-tenure-earning faculty shall receive an assignment. This assignment should be given to the faculty member no later than six weeks prior to the starting date of the assignment, if practicable.

(2) Policy. Faculty have a professional obligation to complete assigned duties, including instructional activities, research and creative activities, public service and professional activities, university governance activities, academic administration activities, and other assigned activities. Where applicable, a faculty assignment may consist of leave of absence or time for other approved activities.

(3) Full Time Equivalence (FTE). Faculty assignments for full-time faculty are based on a minimum 40-hour workweek. FTE is allotted to faculty regularly assigned duties in such proportion to each duty as to reach a 1.0 FTE. The FTE figures are estimates but should be revised if significant changes in the FTE distribution occur.

*Authority: Florida Board of Governors Resolution dated January 7, 2003. History--New 3-16-03; Formerly 6C7-3.032, Amended 6-25-09.*