

## FAQs for Faculty RSCA Assigned Time Program

Revised January 17, 2019

- Q1: If I applied on September 28th, 2018 but did not receive the award that cycle, may I reapply?
- A1: Yes, you may reapply by the due date in any subsequent annual cycle. The next application due date is March 28, 2019 for a possible award in the 2019-20 academic year.
- Q2: If I did not apply to the Faculty RSCA Assigned Time program on September 28th, will I ever be able to apply in the future?
- A2: Yes. Any eligible tenured or tenure-track faculty member not in the program may apply in any subsequent year by the due date in the spring semester for possible award the following academic year. The next application due date is March 28, 2019 for a possible award in 2019-20.
- Q3: If I am currently tenured or going up for tenure in 2018-19 and apply in March 2019 for a Faculty RSCA Assigned Time award to begin in 2019-20, what will be my teaching load in 2019-20?
- A3: You will teach a maximum of 21 WTUs in the 2019-2020 academic year and a maximum of 18 WTUs in 2020-21 and for the subsequent three academic years as well, assuming that you report annually and maintain acceptable progress with your scholarly agenda. In the year in which you teach a maximum of 21 WTUs, you must select the semester in which your teaching is reduced in consultation with your Chair/Director, who is responsible for the delivery of instruction and therefore has final approval for the selection.
- Q4: As a probationary faculty member, if I apply in March 2019 and receive the Faculty RSCA assigned time award, how many units will I be teaching in 2019-2020?
- A4: You will teach a maximum of 18 WTUs in 2019-2020 and for subsequent years until your tenure decision assuming that you report annually and maintain acceptable progress with your scholarly agenda
- Q5: I am currently a probationary faculty member in my 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> year. If I apply and am awarded assigned time through this program, how long will I be at a maximum 18 WTUs of teaching per academic year?
- A5: You will continue to be eligible through your probationary period to the point of tenure and as long as you report annually. Continuation of the RSCA assigned

time award is contingent on demonstrating sufficient progress toward your scholarly agenda. Faculty in their terminal year due to a non-retention decision are not eligible.

Q6: If I am applying for tenure this year, when should I apply for the RSCA Assigned Time program?

A6: You should have applied by September 28, 2018 for possible award in S19. If you received the assigned time award in S19 and are awarded tenure in May 2019, then you do *not* need to reapply to continue in the assigned time program for the next four years (contingent upon the usual reviews). It is assumed that the attainment of tenure is evidence of RSCA productivity. However, the privilege of continuing in the RSCA assigned time program without a need to reapply upon tenure is only for those receiving their first RSCA assigned time award in the year they apply for tenure.

Q7: What about the process for those going up for *early* tenure?

A7: You are considered probationary faculty until tenure is awarded. If retained but *early* tenure is denied, you will continue to be eligible for the Faculty RSCA Assigned Time program during the following year since you would still be in the probationary period.

If you received the assigned time award in S19 and are awarded tenure in May 2019, then you do *not* need to reapply to continue in the assigned time program for the next four years (contingent upon the usual reviews). It is assumed that the attainment of tenure is evidence of RSCA productivity. However, the privilege of continuing in the Faculty RSCA assigned time program without a need to reapply upon tenure is only for those receiving their first RSCA assigned time award in the year they apply for tenure.

Q8: I'm in my 1<sup>st</sup> year on the tenure-track. May I apply "early" in this March 28th round?

A8: No. You already receive a teaching reduction, described in your appointment letter, assuring that you have a maximum 18 WTU teaching load for your first two years and you are not eligible to apply for a further reduction through this program. Faculty in their second year whose contractually awarded RSCA release time is expiring this semester *should* apply by the March 28, 2019 deadline for possible award in 2019-20.

Q9: If I am not going to be awarded five years in the program because I am mid-way through my probationary period, should I still discuss my five-year plan in the Scholarly Agenda I submit with my application?

A9: Yes.

Q10: I am currently a full-time tenured faculty member. If I receive a five-year Faculty RSCA Assigned Time award and begin the faculty early retirement program (FERP) in two years, will I receive the RSCA assigned time while I'm in FERP?

A10: No. Only full-time faculty members can receive the benefit of the Faculty RSCA Assigned Time award. Once you begin the FERP program, you would no longer be eligible.

Q11: How much weight will be given to my college's RSCA metric?

A11: That decision has been made individually by the College Dean's Office and posted publicly.

Q12: I am currently a probationary faculty member in my 3rd year. Will I be competing for a limited number of awards against faculty in their 6th year who have had twice as long as I to compile a RSCA record?

A12: All probationary faculty who will be completing the assigned time stipulated in their appointment letter this semester (typically awarded for two years) are encouraged to apply. The awards for probationary faculty are *not* a competition between probationary faculty. Each application is reviewed individually using College standards and through an established review process. Any probationary faculty member meeting the college-specific standards as judged as by the Dean will receive the award. Further, most probationary faculty beyond their first two years will have already been eligible for the award in the earlier round.

Q13: I am a department chair. Am I eligible to apply for this program?

A13: While chairs and program directors were not eligible to apply last round, they *are* eligible for the current and future cycles. However, not all chairs/directors have the ability to accept assigned time. If a chair/director does receive this RSCA award, it may be configured in a variety of ways that could include:

-A chair/director who is teaching, could accept the award as assigned time in place of some or all of the teaching up to the awarded amount.

-A chair/director could delegate a portion of their chair/director duties to another faculty member who would receive the assigned time equivalent to the chair/director's Faculty RSCA program award to carry out these administrative duties.

-A chair/director could accept the Faculty RSCA award as a grant equivalent to the cost of the assigned time. The funds for this grant would be held in an account to be used at the chair/director's discretion provided that it is in direct support of their RSCA activities (operating expenses, student assistants, travel, instrumentation, etc.). Any financial award through this program may *not* be taken as salary by the chair/director.

The chair/director should discuss the proposal for how the award would be handled, if awarded, with the dean prior to submission of the application. The dean has the responsibility for approving any such proposal and the written approval should be submitted with the application.

Q14: If I apply for, and am awarded, a Faculty RSCA assigned time award, may I take overload in a semester in which I have assigned time through this program?

A14: No overload for academic year teaching is permitted while accepting assigned time through this program. However, in certain circumstances, overload funded by an extramural agency for certain sponsored activities may be allowable. Such overload must conform with all SJSU, CSU, and sponsor regulations and must be approved by the college dean.