

Reassigned Time/Grant Release Policy

Tenured and tenure-track faculty members may apply for a reassignment of teaching load up to a maximum of six (6) credit hours per year. Such applications may be for a minimum of one semester or a maximum of six consecutive semesters before reapplication.

The purpose of the Siena College reassigned time program is to promote and support faculty scholarship and advances in pedagogy. Guidelines for application will be drawn up by the Deans and the Vice President for Academic Affairs. The guidelines will indicate that projects should normally include the goal of peer-reviewed publication or presentation as an outcome. The College guarantees that all applications for reassigned time which meet the stated guidelines will be funded. Such funding will be phased in over a ten-year period. During the 2006- 2007 academic year the College will guarantee funding for 60% of tenured and tenure-track faculty for the purpose of reassigned time. This level of funding will increase proportionately each year, until, in the 10th year (2015-2016 academic year), funding shall be guaranteed for 100% of tenured and tenure-track faculty.

All new tenure-track faculty will automatically be granted three (3) credits of reassigned time during each semester of their six-year (twelve-semester) probationary period. These faculty will be expected to meet the standards for the mandatory two and four-year reviews.

Faculty may include reassigned time in grant proposals. This may be in addition to the College reassigned time program described above. The grant proposal must include a statement from the department chair about the suggested replacement needs of the department; that is, can faculty be replaced by single course adjuncts, 3/4, or full-time visiting faculty?

Faculty must teach a minimum of 12 credit hours per academic year. Faculty may not take a reassigned time load reduction and be compensated for an instructional or non-instructional overload during the same semester. Exceptions to this rule are allowed for department heads and in other circumstances specifically approved in advance by the Vice President for Academic Affairs.

Exceptions to the 12-credit minimum may be made by the VPAA for department chairs, the Faculty Committee chair, and other significant administrative assignments.