

# How Academics Can Fight Workload Creep!

## HELPFUL HINTS

- 1** Understand the basic principles that apply to academics' professional obligation. If one part of your obligation is increased, another should be decreased. Your total obligation should remain the same.
- 2** Bring workload issues to your UUP chapter officers to discuss possible remedies.
- 3** Document workload increases:
  - Keep a log of work done in areas subject to workload creep. Ask your chapter president or VPA for a log sheet.
  - Document that you have taken on additional workload for specific reasons/projects—and note that you do not consider it to be part of your professional obligation going forward.
  - Note workload increases in your annual report, identifying extra work in relation to previous years.
- 4** Take steps to ensure that extra responsibilities and volunteer work do not become part of normal workload expectations.
  - Document in writing that volunteer work is being done on a voluntary basis and for a specific period of time or to accomplish a specific one-time task (through emails, letters to department chairs, deans or other administrators).
  - Have department-level/unit-level discussions about workload issues to try and get everyone on the same page.
- 5** If you are asked to take on extra responsibilities, you can ask for compensation (extra service pay, reduction of duties in a subsequent semester for taking on extra duties now).
- 6** Academic-year appointees are not under obligation during the summer. Check with chapter officers on the exact start and end date of the academic-year professional obligation on your campus. Work with your chapter officers to develop practical suggestions to handle summer work that may be beyond the class preparation and research activities normally done during summer months.
- 7** Workload creep is often experienced individually but is part of a collective problem. Work collectively, with the assistance of your UUP chapter, to address workload issues.



FOR FURTHER INFORMATION, CONTACT YOUR CHAPTER OFFICERS  
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