

# Academic Workloads

Clause 5.4 of the [University of Adelaide Enterprise Agreement](#) outlines the University's approach to allocating workloads for academic staff. This information sheet provides a summary of key aspects of the clause.

The University recognises that the 'one size fits all' approach to academic workloads does not reflect contemporary practice for a majority of staff.

## Key Points:

- Oversight of workload models
- Commitment that staff will be consulted about their workload allocation
- Flexibility with workloads so they can be tailored to staff members strengths and the needs of the University
- Recognises 1725 hours as a maximum of allocated hours

## Workload Models

To promote transparency about academic workload allocations, each School is required to develop an overall workload model that is submitted to the Executive Dean for approval annually, and then to the Deputy Vice-Chancellor (Academic) for information and review.

Workload models must accommodate the factors listed at clause 5.4.3.5. This clause has been amended by the *Enterprise Agreement 2023-2025* to include "the time it reasonably takes to undertake teaching and teaching-related activities" as a factor to be taken into account when allocating workloads.

It is not required that every workload model or workload allocation deal specifically with each of the matters listed at clause 5.4.3.5.

## Individual Workload Allocation

Clause 5.4 provides that workloads will be allocated according to the main areas of academic work:

**20% to 60% - Teaching and related duties, including supervision**

**20% to 60% - Research, Scholarship and Creative Activity**

**10% to 40% - Administration, professional activity, and/or community engagement**

This approach to workload allocation (up to a maximum total allocation of 100%) allows supervisors to be more responsive to the needs of staff undertaking research while ensuring that a School's teaching needs are met.

Note that there is a list of factors (at clause 5.4.5.1) that supervisors must take into account as appropriate when allocating an individual workload.

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Some staff will be exempt from the above, being those academic staff retained on particular fixed term categories which have different workload arrangements such as casual staff, Scholarly Teaching Fellows (up to 75% teaching) and Education Specialists (up to 90% teaching). Information sheets about these workload arrangements can be viewed on the [website](#).

## Further enquiries

Please contact the HR Service Centre 831 31111 or email [HR Service Centre](#).

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