# 3-Credit Teaching Load Reduction (CBA Article 6.19)
# APPLICATION COVER SHEET

**Name:**

**Department:**

**School:**

**Semester Requesting Teaching Load Reduction:** Choose Semester

- Faculty awarded a reduced load cannot teach overload in either semester of the academic year that they are on reduced load.

- Faculty will also not be eligible for load reduction in the same academic year as the faculty member has been awarded a special leave.

**Number of years at Hofstra as a full-time faculty member:**

**Have you ever been granted a Special Leave or a Reduced Load (as per article 6.18 or 6.19 of the 2016-2021 CBA) at Hofstra University?** ☐ Yes ☐ No

**If yes:** Date(s) of previous Special Leave(s) or Reduced Load(s) taken:



Updated on: 8/15/2024

Please explain the outcome(s) of the previous Special Leave(s) and submit a copy of the completed work(s) as appropriate:

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**Abstract/Summary of the proposal for a Teaching Load Reduction** (No longer than 250 words): Please be sure to include a description of the project and significance of proposed research. If you are applying for a special scholarly leave, please refer to the attachments to complete the following information:

Type of Research - Experimental, Basic or Applied?

Discipline:

Sub-discipline:

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**Proposed outcomes of the Teaching Load Reduction** (article, review, field study, etc):

| Examples | | |
|---|---|---|
| **Basic research** | **Applied research** | **Experimental development** |
| A researcher is studying the properties of human blood to determine what affects coagulation. | A researcher is conducting research on how a new chicken pox vaccine affects blood coagulation. | A researcher is conducting clinical trials to test a newly developed chicken pox vaccine for young children. |
| A researcher is studying the properties of molecules under various heat and cold conditions. | A researcher is investigating the properties of particular substances under various heat and cold conditions with the objective of finding longer-lasting components for highway pavement. | A researcher is working with state transportation officials to conduct tests of a newly developed highway pavement under various types of heat and cold conditions. |
| A researcher is investigating the effect of different types of manipulatives on the way first graders learn mathematical strategy by changing manipulatives and then measuring what students have learned through standardized instruments. | A researcher is studying the implementation of a specific math curriculum to determine what teachers needed to know to implement the curriculum successfully. | A researcher is developing and testing software and support tools, based on fieldwork, to improve mathematics cognition for student special education. |

## Examples of Disciplines: Computer and Information Sciences and Engineering Fields of R&D

### A. Computer and Information Sciences

Artificial intelligence
Computer and information technology administration and management
Computer science
Computer software and media applications
Computer systems analysis
Computer systems networking and telecommunications
Data processing
Information sciences, studies
Information technology

### B. Engineering

**1. Aerospace, Aeronautical, and Astronautical Engineering**
Aerodynamics
Aerospace engineering
Space technology

**2. Bioengineering and Biomedical Engineering**
Biological and biosystems engineering
Biomaterials engineering
Biomedical technology
Medical engineering

**3. Chemical Engineering**
Biochemical engineering
Chemical and biomolecular engineering
Engineering chemistry
Paper science
Petroleum refining process
Polymer, plastics engineering

**4. Civil Engineering**
Architectural engineering
Construction engineering
Engineering management, administration
Environmental, environmental health engineering
Geotechnical and geoenvironmental engineering
Sanitary engineering
Structural engineering
Surveying engineering
Transportation and highway engineering
Water resources engineering

**5. Electrical, Electronic, and Communications Engineering**
Communications engineering
Computer engineering
Computer hardware engineering
Computer software engineering
Electrical and electronics engineering
Laser and optical engineering
Power
Telecommunications engineering

**6. Industrial and Manufacturing Engineering**
Industrial engineering
Manufacturing engineering
Operations research
Systems engineering

**7. Mechanical Engineering**
Electromechanical engineering
Mechatronics, robotics, and automation engineering

**8. Metallurgical and Materials Engineering**
Ceramic sciences and engineering
Geophysical, geological engineering
Materials engineering
Metallurgical engineering
Mining and mineral engineering
Textile sciences and engineering
Welding

**9. Other Engineering**
Agricultural engineering
Engineering design
Engineering mechanics, physics, and science
Engineering physics
Engineering science
Forest engineering
Nanotechnology
Naval architecture and marine engineering
Nuclear engineering
Ocean engineering
Petroleum engineering

Other engineering fields that cannot be classified using the fields listed above

## Examples of Disciplines: Geosciences, Atmospheric Sciences, and Ocean Sciences Fields of R&D

### C. Geosciences, Atmospheric Sciences, and Ocean Sciences

**1. Atmospheric Science and Meteorology**
Aeronomy
Atmospheric chemistry and climatology
Atmospheric physics and dynamics
Extraterrestrial atmospheres
Meteorology
Solar
Weather modification

**2. Geological and Earth Sciences**
Earth and planetary sciences
Geochemistry
Geodesy and gravity
Geology
Geomagnetism
Geophysics and seismology
Hydrology and water resources
Mineralogy and petrology
Paleomagnetism
Paleontology
Physical geography
Stratigraphy and sedimentation
Surveying

**3. Ocean Sciences and Marine Sciences**
Biological oceanography
Geological oceanography
Marine biology
Marine oceanography
Marine sciences
Oceanography, chemical and physical

**4. Other Geosciences, Atmospheric Sciences, and Ocean Sciences**
Other fields that cannot be classified using the fields listed above

## Examples of Disciplines: Life Sciences Fields of R&D

### D. Life Sciences

**1. Agricultural Sciences**

- Agricultural business and management
- Agricultural chemistry
- Agricultural engineering—report in Engineering
- Agricultural production operations
- Animal sciences
- Applied horticulture and horticultural business services
- Aquaculture
- Food science and technology
- International agriculture
- Plant sciences
- Soil sciences
- Veterinary biomedical and clinical sciences
- Veterinary medicine
- Wood science

**2. Biological and Biomedical Sciences**

- Allergies and immunology
- Biochemistry, biophysics, and molecular biology
- Biogeography
- Biology and biomedical sciences, general
- Biomathematics, bioinformatics, and computational biology
- Biotechnology
- Botany and plant biology
- Cell, cellular biology, and anatomical sciences
- Epidemiology, ecology and population biology
- Food, nutrition, and wellness studies
- Genetics
- Microbiological sciences and immunology
- Molecular medicine
- Neurobiology and neuroscience
- Pharmacology and toxicology
- Physiology, pathology and related sciences
- Zoology, animal biology

**3. Health Sciences**

- Advanced, graduate dentistry and oral sciences
- Allied health and medical assisting services
- Bioethics, medical ethics
- Clinical medicine research
- Clinical/medical laboratory science/research and allied professions
- Communication disorders sciences and services
- Dentistry
- Dietetics and clinical nutrition services
- Health and medical administrative services
- Health, medical preparatory programs
- Gerontology, health sciences
- Kinesiology and exercise science
- Medical clinical science, graduate medical studies
- Medical illustration and informatics
- Medicine
- Mental health
- Nursing
- Optometry
- Osteopathic medicine, osteopathy
- Pharmacy, pharmaceutical sciences, and administration
- Podiatric medicine, podiatry
- Public health
- Radiological science
- Registered nursing, nursing administration, nursing research and clinical nursing
- Rehabilitation and therapeutic professions
- Zoology

**4. Natural Resources and Conservation**

- Fishing and fisheries sciences and management
- Forestry
- Natural resources conservation and research
- Natural resources management and policy
- Renewable natural resources
- Wildlife and wildlands science and management

**5. Other Life Sciences**

- Other life sciences that cannot be classified using the fields listed above

## Examples of Disciplines: Mathematics and Statistics, Physical Sciences, and Psychology Fields of R&D

### E. Mathematics and Statistics

- Applied mathematics
- Mathematics
- Statistics

### F. Physical Sciences

**1. Astronomy and Astrophysics**

- Astronomy
- Astrophysics
- Planetary astronomy and science

**2. Chemistry**

(except Biochemistry—report in Biological and Biomedical Sciences)

- Analytical chemistry
- Chemical physics
- Environmental chemistry
- Forensic chemistry
- Inorganic chemistry
- Organic chemistry
- Organo-metallic chemistry
- Physical chemistry
- Polymer chemistry
- Theoretical chemistry

**3. Materials Science**

- Materials chemistry
- Materials science

**4. Physics**

- Acoustics
- Atomic, molecular physics
- Condensed matter and materials physics
- Elementary particle physics
- Mathematical physics
- Nuclear physics
- Optics, optical sciences
- Plasma, high-temperature physics
- Theoretical physics

**5. Other Physical Sciences**

- Other physical sciences that cannot be classified using the fields listed above

### G. Psychology

- Clinical psychology
- Counseling and applied psychology
- Human development
- Research and experimental psychology

## Examples of Disciplines: Social Sciences and Other Sciences Fields of R&D

### H. Social Sciences

**1. Anthropology**
- Cultural anthropology
- Medical anthropology
- Physical and biological anthropology

**2. Economics**
- Agricultural economics
- Applied economics
- Business development
- Development economics and international development
- Econometrics and quantitative economics
- Industrial economics
- International economics
- Labor economics
- Managerial economics
- Natural resource economics
- Public finance and fiscal policy

**3. Political Science and Government**
- Comparative government
- Government
- Legal systems
- Political economy
- Political science
- Political theory

**4. Sociology, Demography, and Population Studies**
- Comparative and historical sociology
- Complex organizations
- Cultural and social structure
- Demography and population studies
- Group interactions
- Rural sociology
- Social problems and welfare theory
- Sociology

**5. Other Social Sciences**
- Archeology
- Area, ethnic, cultural, gender, and group studies
- Cartography
- Criminal science and corrections
- Criminology
- Geography
- Gerontology, social sciences
- History and philosophy of science and technology
- International relations and national security studies
- Linguistics
- Public policy analysis
- Regional studies
- Urban studies, affairs

### I. Other Sciences

Use this category for R&D that involves at least one S&E field (rows A–H) if it is impossible to report multidisciplinary or interdisciplinary R&D expenditures in specific fields.

## Examples of Disciplines: Non-S&E Fields of R&D

### J. Non-S&E Fields

**1. Business Management and Business Administration**
- Business administration
- Business management
- Business, managerial economics
- Management information systems and services
- Marketing management and research

**2. Communication and Communications Technologies**
- Communication and media studies
- Communications technologies
- Journalism
- Radio, television, and digital communication

**3. Education**
- Education administration and supervision
- Education research
- Teacher education, specific levels and methods
- Teaching fields

**4. Humanities**
- English language and literature, letters
- Foreign languages and literatures
- History
- Humanities, general
- Liberal arts and sciences
- Philosophy and religious studies
- Theology and religious vocations

**5. Law**
- Law
- Legal studies

**6. Social Work**
(no specific examples)

**7. Visual and Performing Arts**
- Drama, theatre arts and stagecraft
- Film, video, and photographic arts
- Fine and studio arts
- Music

**8. Other Non-S&E Fields**
- Architecture
- City, urban, community and regional planning
- Family, consumer sciences and human sciences
- Landscape architecture
- Library science
- Military technology and applied science
- Parks, sports, recreation, leisure and fitness
- Public administration and public affairs
- Other non-S&E fields that cannot be classified using the fields listed above

Also, use this category for R&D that involves multiple non-S&E fields if it is impossible to report multidisciplinary or interdisciplinary R&D expenditures in specific fields.