Faculty Workload Credit

The following definitions supplement University Rule 12.03.99.C1 (Faculty Workload) and University Rule 12.03.99.C1.01 (Assignment of Faculty Workload Credit).

Typically, full-time tenured/tenure-track faculty are expected to accrue 24 workload credits (usually 12 each long term) over the academic year. Full-time clinical faculty are expected to accrue 30 workload credits (usually 15 each long term) over the academic year. These workload credits are assigned for instruction and for a variety of instructionally-related, administratively, scholarly, and service activities. See University Rule 12.03.99.C1 (Faculty Workload).

Workload Credit for Academic Service
Engagement in academic service at the department, college, university, and professional levels, such as committee work or curriculum development, is expected of all faculty and is reflected in all measures of performance review (AEP, merit, and promotion and tenure review processes). COEHD acknowledges an appropriate service commitment of at least 20% of overall workload.

Workload Credit for Chairing and Methodological Consultation on Doctoral Dissertations
Faculty teaching dissertation hours (6397) may receive one hour workload credit. Faculty supervising three or more students in one semester may receive a three-hour course load release.

Large Classes
Large classes are those with 50 or more students enrolled on the first class day.

The COEHD rarely has large classes. A faculty member who teaches a large class may, if s/he desires, may request the Dean’s Office to hire a grader. Eligibility for a grader is based on first class day enrollment. The number of students enrolled for academic credit on the first day of class will be an indicator of the class’s size. Modest enrollment increases or decreases after the first day of class will not affect the grader’s compensation.

Alternate Work Load Credit Calculation
An alternate way of calculating a faculty member's extra work load credit is to base it on the faculty member's entire teaching load for the semester. The faculty member who chooses this alternative calculation will not receive extra work load credit under the provisions spelled out above. A faculty member whose entire instructional load (including organized classes, supervised internships, and directed individual study) generates 525 or more student credit hours in one semester shall receive one hour of extra load credit. A faculty member who generates 600 or more student credit hours in one semester shall receive two hours of extra load credit. A faculty member who generates 650 or more student credit hours in one semester shall receive three hours of extra load credit. As with other extra work load credit, the faculty
member has the option of receiving a stipend of $833 or $1,000 per work load credit (depending on credentials) instead of banking the work load credits for later load reduction.

Grader Compensation
Grader compensation is based on the following formula:

The number of students enrolled on the first class day x $10 = maximum compensation for the semester.

Graders are paid an hourly wage, up to the maximum, for actual hours worked. Faculty should determine how to best utilize the hours available from the student for assistance over the course of the semester. Graders should not be expected to work beyond the number of hours available.

Hours available to assist with grading are determined as follows:

Maximum compensation / hourly wage = number of hours of assistance available to the faculty member.

Note 1: Depending on resources, a graduate assistant may be assigned to assist in a course instead of a grader.