

SUBJECT: Guidelines for Faculty Workloads

I. Regular Semester Full-Time Faculty Workload

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3 A. A minimum workload for full-time faculty during a regular semester is generally considered to
4 be twelve credit hours or sixteen contact hours.
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6 B. A maximum workload (without extra compensation) for full-time faculty during a regular
7 semester is generally considered to be fifteen credit hours or twenty-one contact hours. As
8 many as sixteen credit hours or twenty-four contact hours may constitute an approved
9 workload when:
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11 1. teaching assignments are limited to four lecture courses.
12 2. a workload is partially composed of "individual study" or "topics" courses.
13 3. teaching assignments include one or more low-enrollment courses.
14
15 C. Workloads for faculty teaching in allied health disciplines will conform to nationally accepted
16 good practices.
17
18 D. Other Variables. Within the limits described in Part I, teaching assignments should take into
19 account the following variables:
20
21 1. specific time requirements of assigned courses
22 2. projected course enrollments
23 3. new preparations
24 4. number of preparations
25 5. non-teaching assignments
26 6. travel to off-campus locations
27

II. Summer Session/Faculty Workload

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29 A. The summer workload for full-time faculty members is generally considered to be nine credit
30 hours.
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32 B. Nine lecture hours constitutes a full-load in the summer (9 credit hours).
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34 C. Laboratory and activity equivalent contact hours are usually determined on the basis of 2/3
35 credit per clock hour of laboratory.

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37 **III. Summer Salary Schedule**

38	Rate/3 cr. hr. Course by Rank	Rate/6 cr. hr.	Rate/9 cr. hr.
38	Instructor 1,950	3,900	5,850
39	Assistant Professor 2,100	4,200	6,300
40	Associate Professor 2,250	4,500	6,750
41	Professor 2,400	4,800	7,200

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- 44 **IV. Extra Compensation for Full-time Faculty**
- 45 A. Extra compensation for workloads that exceed the maximum full-time workload described
- 46 above is computed using the salary schedule below.
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- 48 B. Salary per 3 cr. hr. by highest degree
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|----|-------------------|-------|
| 49 | Doctorate | 1,950 |
| 50 | Masters | 1,800 |
| 51 | Bachelors or less | 1,700 |