

SUBJECT: Guidelines for Faculty Workloads

I. Regular Semester Full-Time Faculty Workload

- A. A minimum workload for full-time faculty during a regular semester is generally considered to be twelve credit hours or sixteen contact hours. Faculty with a minimum workload are eligible for benefits and compensated at 80% of salary.
- B. A maximum workload (without extra compensation) for full-time faculty during a regular semester is generally considered to be fifteen credit hours or twenty-one contact hours. As many as sixteen credit hours or twenty-four contact hours may constitute an approved workload when:
 1. teaching assignments are limited to four lecture courses.
 2. a workload is partially composed of "individual study" or "topics" courses.
 3. teaching assignments include one or more low-enrollment courses.
- C. Workloads for faculty teaching in allied health disciplines will conform to nationally accepted good practices.
- D. Other Variables. Within the limits described in Part I, teaching assignments should take into account the following variables:
 1. specific time requirements of assigned courses
 2. projected course enrollments
 3. new preparations
 4. number of preparations
 5. non-teaching assignments
 6. travel to off-campus locations

II. Summer Session/Faculty Workload

- A. The summer workload for full-time faculty members is generally considered to be nine credit hours.
- B. One lecture hour constitutes one credit hour.
- C. Laboratory and activity equivalent contact hours are usually determined on the basis of 2/3 credit per clock hour of laboratory.

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III. Summer Salary Schedule

Faculty Rank	Rate/1 Cr. Hr.	Rate/3 Cr. Hr. Course	Rate/6 Cr. Hr.	Rate/9 Cr. Hr.
Instructor	\$650	\$1,950	\$3,900	\$5,850
Assistant Professor	\$700	\$2,100	\$4,200	\$6,300
Associate Professor	\$750	\$2,250	\$4,500	\$6,750
Professor	\$800	\$2,400	\$4,800	\$7,200

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IV. Extra Compensation for Full-time Faculty

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A. Extra compensation for workloads that exceed the maximum full-time workload described above is computed using the salary schedule below.

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B. Salary:

Rank	Rate/1 Cr. Hr.	Rate/3 Cr. Hr. by Highest Degree
Doctorate	\$650	\$1,950
Masters	\$600	\$1,800
Bachelors or less	\$567	\$1,700

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V. Compensation for Part-time Faculty

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A. Compensation for each course taught by Part-Time Faculty is computed using the salary schedule below.

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B. Salary:

Rank	Rate/1 Cr. Hr.	Rate/3 Cr. Hr. by Highest Degree
Doctorate	\$650	\$1,950
Masters	\$600	\$1,800
Bachelors or less	\$567	\$1,700

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