

Workload Equivalency

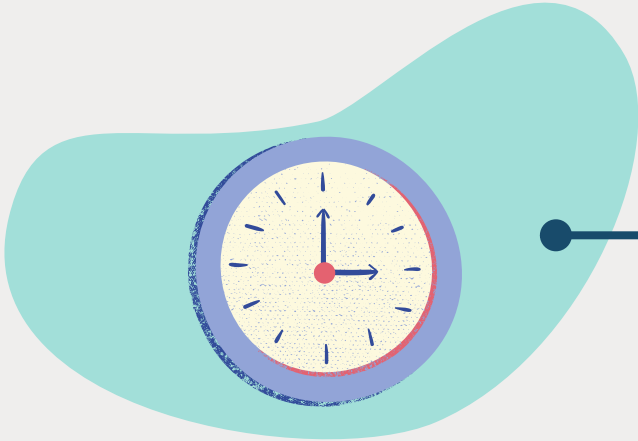
Teaching/Advising Units

This preliminary model is a credit-based system that would replace FTEs with units that are sensitive to class size and contact hours, taking into account advising load. All number values and weights are conceptually derived approximations. Fine-tuning is necessary.

Begin with base unit

In this model, the base unit is a single teaching credit, equal to a course with a minimal amount of students.

1 course = 1 unit
(for class with 5 students)



Account for Contact Hours

Usual contact hours for a single course is 150 minutes per week. This step turns each course's contact hours into teaching units that are sensitive to the amount of time professors spend in class with their students each week.

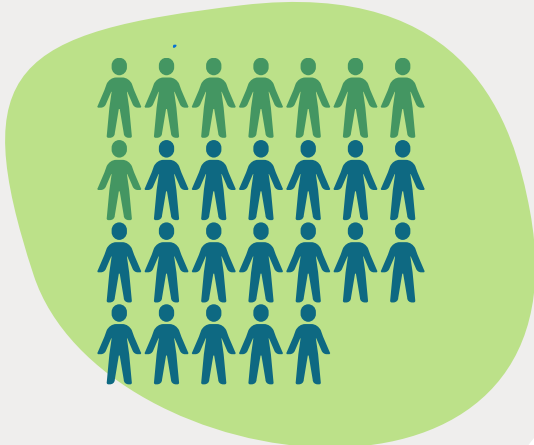
150 min (standard) = 1 unit
180 min (3 hr lab) = 1.2 units
200 min (4x language class) = 1.3 units
240 min (4 hr lab) = 1.6 units
250 min (5x language class) = 1.7 units

CALCULATE BASE UNIT

contact hours
150 minutes

Introduce Class Size

Bigger classes generally increase faculty workload through grading, office hour visits, student emails, and helping students in crisis. ^



TO BASE UNIT, ADD:
10 students = +.1 units
15 students = +.2 units
20 students = +.3 units
25 students = +.4 units
30 students = +.5 units
35 students = +.6 units
40 students = +.7 units
45 students = +.8 units

+ 5 students = .1 credits
(in teaching or advising)

Now do this for each class over the academic year...

For Example:*

First Year Seminar (16 students): 1.2 units
Introductory Course (32 students): 1.5 units
200-level elective (25 students): 1.4 units
300-level elective (11 students): 1.1 units
+ Senior Sem. (8 students, 3 hrs): 1.2 units

Total teaching workload: **6.4 units**

^ When faculty teach lecture and lab of same course, class size is counted for lecture, but not for labs (if students are a subset of identical students).

*Faculty with a 3/3 teaching load would sum six courses here.

5 advisees = .1 unit
10 advisees = .2 units
15 advisees = .3 units
20 advisees = .4 units
and so on...

Almost there...add advisees

To each faculty's teaching credits, now add units for advising load.

Finally, calculate total advising/teaching units

My teaching units: 6.4
+ My advising units (18 advisees): .3 units

Final Teaching/Advising Score: 6.7 units

Compare your total teaching/advising score to expected ranges

Expected Ranges*

above the maximum :
Too high: bank units towards course release

in the middle zone:
Just right: usual range

below the minimum for two consecutive semesters
Too low: meet with Provost to discuss

If your score **exceeds the maximum**, you have exceeded the maximum expectation for teaching/advising workload. Any amount of units over this threshold will be banked as credit towards a course release. A course release is requires 1.5 units of banked units.

If your score is **in the middle zone**, you are within a usual workload range. You do not bank any units towards a future course release.

If your score is **below the minimum** for two consecutive years, your load may be a bit light. You will meet with the Provost to consider additional ways to contribute.

Where are the numeric values for expected ranges?

This document is a conceptual rendering of one possible workload equivalency model. The task force has ideas about possible ways to determine minimum and maximum thresholds and has gathered five years of faculty workload data (on class size, contact hours, and advising). Data analysis (currently in process) will help us identify appropriate minimums and maximum workload thresholds.

And one additional equivalency tool...

Given that 1 unit = a course with 5 students...

Independent Instruction
[including: tutorial studies, independent studies, independent research, and student-faculty research]
count as .2 teaching units

with a maximum of 1.0 units per semester earned through independent instruction