HCOE Faculty Workload Policy for Tenured and Tenure-Track Faculty

Faculty WorkLoad	*Distribution of Effort (DoE)*		
	Teaching %	**Research %**	**Service %**
'no research'	**70-85**	**0**	**15-30**
	(7-8 crs/AY)*		*(activities per dept)^*
Teaching	**50-70**	**20-30**	**10-20**
	(5-6 crs/AY)*	*To be determined#*	*(activities per dept)^*
Balanced	**30-40**	**40-60**	**10-20**
	(3-4 crs/AY)*	*To be determined#*	*(activities per dept)^*
Research	**20-30**	**50-70**	**10-20**
	(2-3 crs/AY)*	*To be determined#*	*(activities per dept)^*

*One credit hour equates to 7% effort. Crs==Course.

combination of grants/proposals, students, publications, and research expenditures

^dept/college/university and professional society committee & leadership roles, advising, accreditation, reviewer, mentoring, outreach, and other activities

As part of the annual faculty evaluation and planning process, the faculty member will formulate a plan for the coming academic year and in consultation with the chair of the department, identify as teaching only, focused on teaching with some research, focused on balancing teaching and research, or focused on research. The table below is a set of guidelines, and not meant to be hard thresholds. Distribution of effort will be set by the department chair during the faculty evaluation process. Exceptions may be made for vital service responsibilities, like curriculum coordinators or ABET, and other factors as appropriate.

Definition of Research Active Faculty: The faculty member is engaged in publishing refereed articles, mentoring and graduating Master's and Doctoral students, writing proposals, and acquiring research funds.

Minimum Faculty Workload Expectations ([1]Averaged over four years)

	Proposals/yr.[1]	Research Expenditures/yr.[1]	Ph.D. or MS Graduates[1] (PHD/MS)	Refereed Articles[1]
Teaching Only	0	0	0	0
Teaching Focus	1	$25k-$75k	0.25/0.5	1
Balance Focus	2	$75k-$150k	0.5/1	2
Research Focus	3	$150k-$300k	1/2	4