

## Engineering Workload Guidelines (1997) & 2000

Faculty Workload Guidelines (1997) & 2000

The general principles considered by the FAC in the following FAEM (point system) is to fairly assess the scholarly output of the faculty in a manner that promotes activity that is of benefit to the careers of faculty members.

Faculty reputation

Annual workload is 24 credit hours

Workload hour (1500 / 24 credit

that bring this value closer to 50

hours needed to satisfy the

Scholarly output (Publications, Patents, Presentations)

External funding (Total external dollars, indirects generation, support of student researchers)

### Summary of Possible Ranges of Workload Assignments

	<u>Workload Hours</u>
Research	0-15
Scholarly output (6)	
External funding (9)	
Service	0-3
Teaching	9-24
Advising (3)	
Course load (24)	

# Faculty Activity Evaluation Model (FAEM)

## Washkewicz College of Engineering

The Faculty Activity Evaluation Model (FAEM) is a “point system” where a faculty are awarded points for research, service and advising. These points are converted equivalent workload credits as consistent with the AAUP contract. This model is used to determine faculty’s assigned course load for the following academic year. The total load is 24 hours divided among teaching, research, and service (13.1E). The assigned teaching load is determined by subtracting the research and service workload hours from 24, with a constraint of a minimum teaching load of 9 credit hours per year (13.1F1).

### Summary of Possible Ranges of Workload Assignments (13.1F)

	<u>Workload Hours</u>
Research	0-15
Scholarly output (6)	
External funding (9)	
Service	0-3
Teaching	9-24
Advising (3)*	
Course load (24)	

\*Advising and Service may be greater than 3 only with prior approval from Chair and Dean.

### Implementation

The chairs will collect the data for the workload model from the faculty FAARs and end of year grant statements and in conjunction with the Dean’s office assign points for the faculty activities. This will be submitted to the individual faculty members to verify that the information is correct and complete.

### Transparency

The Dean’s office will prepare for the faculty a summary table listing the numbers of scholarly works, service activities, and dollars of funding for each faculty member (without names). The table will also show the conversion of the points to workload credits for each category.

The data and workload calculations for all faculty will be available on request to interested faculty member. This includes the raw data for the scholarly output, external funding, service, and advising (citations of scholarly output, sources and amounts of external funding, service work, etc.), as well as the points assigned and credits calculated from these points.

## RESEARCH (0 to 15 workload hours)

### **Scholarly Output (0-6 workload hours)**

*Workload hours are calculated by dividing total cumulative points from past three years by 10 for a maximum of 6 workload hours. The primary measure of scholarly output in Engineering is publication in peer-reviewed journals and proceedings. It is generally recognized that publication in higher quality journals is more prestigious and brings greater recognition to the faculty members and to the College. Therefore, if a faculty member has published three articles over three years in Quartile 1 or 2 journals, it is sufficient to be awarded the full 6 workload hours. Alternatively, a faculty member could reach this number through points obtained by other scholarly works.*

#### 1. Journal Publications and Conference Proceedings

Evaluation Basis: ~~By~~ the articles published in the past three years count (this excludes articles that were accepted, but not yet published). Detailed information per publication must be provided via eFAAR.

a

e

a

#### 4. Presentations at Conferences/Invited Lectures

*3 point per lecture/oral presentation*

*1 point per poster presentation*

NOTE This includes presentations that turn into conference proceedings invited lectures include invitations by other institutions to their seminar series.

5



## ADVISING (based only on the past academic year)

Advising workload credits are not considered research or service but are an administrative duty that is credited to fulfill part of the assigned teaching workload. The credits will be determined by dividing the total advising points by 100, with a maximum workload credit unless special approval from the Dean is obtained.

### 1. Undergraduate Student Advising

*2 points per advised student\**

\*NOTE The faculty must be an official undergraduate advisor assigned by the department

### 2. Graduate Students Advising\*

*1 point per advised student*

\*NOTE The faculty must be an official graduate advisor assigned by the department for graduate students who are *not* completing thesis or dissertation.

### 3. University Funded Undergraduate Research supervision during Summer (based only on the past academic year)

*10 points per student project per summer*

### 4. Master Project Supervision (based only on the past academic year)

*20 points per completion of project supervision\*.*

\*NOTE 1 Supervision means successful supervision of the same Master student until completion. A Master project must be 3 credits or more.

\*NOTE 2 This curriculum is a 2(s)-9.9(a)-0.8(c)-10.2()-0.8(e)-7(r)-10.2(v)-0.9(i)-5.2(s)-9.8(i)-5.1(e)-7(r s)i8(i)-5t)-3.3