College of Engineering and Computer Science
The University of Tennessee at Chattanooga
Faculty Workload Practice
Draft 3.0
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Effective Fall 2017

Important components of the workload for each faculty member in the College of Engineering and Computer Science should include classroom teaching, applied research, and service. The College has developed this document to describe the allocations of expected time and effort spent on the three workload components, teaching, research, and service, for each faculty member based on his or her rank. The workload assignments, annually made by the Department Head, should ONLY BE USED FOR ASSIGING WORKLOAD AND NOT FOR ANNUAL EVALUATION, PROMOTION, or TENURE EVALUATION. For each workload assignment, the Department Head determines the definition of a course, and there could be some flexibility in terms of time and effort spent in each category with the minimum unit variation of 10%. Any variations should be approved by the Department Head and then the Dean. Ultimately, the Department Head is responsible to assign appropriate workloads to his or her faculty and meet the departmental mission and objectives.

Rank	Teaching	Research	Service
Lecturer	90%; 6-8 courses/yr	0%	10%; departmental/college
Assistant Professor	50% ; First two years (20% waiver for teaching); 3-5 courses; under/graduate student advising; course and curriculum development	40% 2 conf. and 1 journal papers; submission of 2 major (>$50k each) grant proposals as PI	10% dept. college. Univ. External
Associate Professor (Teaching)	80%; 6- 8 courses; under/graduate student advising; course and curriculum development	10%; 1 conf. paper; submission of 1 grant proposal (>$50k) (PI/Co-PI)	10% dept. college. Univ. External
Associate Professor (Research)	40%; 3-5 courses; under/graduate student advising; course and curriculum development	50% 2 conf. and 2 journal papers; submission of 2 major (>$100k each) grant proposals as PI	10% dept. college. Univ. External

Associate Professor (Balanced)	60%; 5-7 courses; under/graduate student advising; course and curriculum development	30% 1 conf. and 1 journal paper; submission of 1 major (>$50k each) grant proposal as PI/Co-PI	10% dept. college. Univ. External
Professor (Teaching)	70%; 5-7 courses; under/graduate student advising; course and curriculum development	10% 1 conf. paper; submission of 1 grant proposal (>$50k) (PI/Co-PI)	20% dept. college. Univ. External
Professor (Research)	40%; 3-5 courses; under/graduate student advising; course and curriculum development	50% 2 conf. and 2 journal papers; submission of 2 major (>$150k each) grant proposals as PI	10% dept. college. Univ. External
Professor (Balanced)	60% 5-7 courses; under/graduate student advising; course and curriculum development	30% 2 conf. and 1 journal papers; submission of 1 major (>$100k each) grant proposal as PI/Co-PI	10% dept. college. Univ. External