



Faculty Workload Practice
Effective Fall 2024

Justification: The College of Engineering and Computer Science (CECS) Faculty Workload Policy is an overall reference/guideline for the department heads within CECS.

The application of the workload policy is the responsibility of each CECS Department Head, who will apply them within the context of the department's mission and objectives while making sure all critical needs of the department are met. Annual workload assignments will only be used for assigning workload; this practice is not designed for use in annual evaluations or promotion and/or tenure evaluations.

All Lecturers/Professors of Practice:

- **Standard Teaching Workload:** 4 + 4
- **Research Expectations:** N/A
- **Service:** Limited amount of committee membership/service activity

Visiting Faculty:

- **Standard Teaching Workload:** Determined on individual basis
- **Research Expectations:** Determined on individual basis
- **Service:** N/A

All Tenured/Tenure-Track Faculty:

- **Standard Teaching Workload:** 3 + 3 maximum, given baseline research/service expectations
- **Baseline Research/Service Expectations:** All CECS faculty holding the ranks of **Assistant Professor, Associate Professor, or Professor** will be involved in research, service, and/or administrative activities to the equivalent of **at least** one course per semester.
- **Further Teaching Load Reductions for Research/Service:** Additional load credit, resulting in less than a 3+3 teaching schedule, may be given to faculty who have funded course releases and/or greater than normal commitments in the areas of research, service, or administration (*e.g.*, program coordinators, assistant or associate department heads/deans).
- Newly hired tenure-track faculty members may be given additional teaching load reduction in order to develop an externally funded research program.