

Faculty Load Hours

General Information Regarding the Modeling of Faculty Load Hours:

- A Faculty Load Unit (FLU) is a “currency” used to recognize and reward the diversity and range of faculty work. It is a unit that is not correlated with but informed by the time, impact, responsibility, and strategic alignment of the activity.
- According to the Faculty Handbook 2.11.1, “The teaching load for a typical [nine-month] faculty member teaching 24 credit hours in two traditional semesters would be approximately 80% of a faculty member’s workload, with the remaining 20% divided between scholarship and service.” In this model, we are extrapolating the 24 credit hours to an expected 500 FLUs where 400 FLUs recognize the generated credit hours (GCH) from teaching, administrative assignments, and an indication of service on elected and appointed University committees and 100 FLUs to recognize service and scholarship.
- Full-time faculty should plan for 400 FLUs for the academic year; however, as not all events can be anticipated, full-time range is from 350 to 450.
- As Marian University is first and foremost a teaching university, faculty should plan on teaching a minimum of 100 students during the academic year or 300 FLUs.
- FLUs are assigned first according to the programmatic needs of the department and then on the preferences of the faculty.
- There is a limit of 125 FLUs for service and administrative work, unless approved through the dean.
- All approved FLUs over 550 will be paid out at \$50 per FLU.

NOTE: Generated credit hours (GCH) are calculated by multiplying the enrollment at census by the credit hours assigned to the course.

Teaching	
Regular Scheduled Courses	GCH
Teaching an FYS Section	GCH * 1.4
Teaching an HWB Section	GCH * 1.4
Classes limited by externalities (classes limited by lab size, classes taught without credit hours associated, etc.) <ul style="list-style-type: none"> • Classes that fall into this must be approved by the provost or their designee • The multiplier will be associated as needed with the specific course to limit the impact of the constraints. 	GCH * 1.X
Teaching a writing, speech, or service intensive course <ul style="list-style-type: none"> • Course must be designated as an intensive course by application • Specific requirements as set by the university in conjunction with the department must be met and maintained. • Additional assessment data will be required 	GCH * 1.4
Science Lab Courses <ul style="list-style-type: none"> • Survey Courses – 0.5 FLUs/contact hour 	0.5 – 1 per contact hour

<ul style="list-style-type: none"> • Traditional Laboratory Courses – 0.75 FLUs/contact hour • Inquiry-Based Laboratory Courses – 1 FLU/contact hour 	
<p>Co-Taught Courses</p> <ul style="list-style-type: none"> • Priority is given to course that address specific strategic initiatives • Requires prior approval by application to account for required load hours • Expectation is all faculty listed as instructors are engaged and present throughout the semester 	Each faculty is awarded the GCH for the course
Administrative Assignments	
<p>Assistant Dean</p> <ul style="list-style-type: none"> • Responsible for the direction, management, and oversight of the school. • Responsible for all faculty evaluations • Represents the school in various administrative areas • Responsible for developing interdisciplinary programming 	250 per year
<p>Department Chair</p> <ul style="list-style-type: none"> • Responsible for the oversight, scheduling, promotion, budget management, disciplinary rigor of the program. • Serves as the disciplinary expert for faculty evaluations in department 	100 per year
<p>Curriculum Director</p> <ul style="list-style-type: none"> • Assigned when multiple programs are housed within one dept • Assures program curriculum meets stated learning and program outcomes • Reviews curriculum for appropriate scaffolding, entrance and exit points, and • Responsible for coordinating and reporting on the assessment of student learning • Responsible for the creation and submission of curriculum changes 	50 per year
<p>Field Directors</p> <ul style="list-style-type: none"> • Provides oversight and assessment of students engaged in professional practice in the field 	100 or as dictated by accreditation per year
<p>Advising</p>	# of students x 0.75 per term
<p>NSO Coverage in the Summer by Faculty</p> <ul style="list-style-type: none"> • Expectation is that assistant dean and chairs are excluded from receiving FHLs • If additional faculty coverage is necessary faculty can be assigned FLH as indicated per NSO with Dean approval 	6 per NSO
<p>Director of Animal Care (Vet Nursing)</p>	100??
<p>Participation in or Facilitation of New Faculty Orientation</p>	50 per year
<p>Theatre Production Design, Tech Director, Producer, or Director</p>	50 per production

Elected Officers	
Presiding Officer	75 per year
Reviewing Secretary	50 per year
Parliamentarian	50 per year
Virtual Moderator	50 per year
Ombudsman	50 per year – reassessed each year
Ombudsman Alternate	Counts as service
Senator	50 per year
Elected Committees	
Academic Policies Committee (APC)	50 per year
Admissions Committee	Counts as Service
Board of Trustee Committee’s Faculty Representative	5 per year
Campus Ticket / Citation Appeal Committee	Counts as Service
Election Committee	15 per year
Faculty Athletic Representative (FAR)	50 per year
Faculty Board of Appeals Committee	Counts as Service
General Education Committee	15 per year
Instructional Technology Committee	5 per year
Personnel Policies Committee (PPC)	50 per year
Professional Development Committee	10 per year
Program Review Committee	15 per year
Promotion and Tenure Committee (P&T)	50 per year
Student Conduct Committee	Counts as Service
Student Affairs Committee	Counts as Service
Teacher Education Committee (Elected or Appointed)	10 per year
Appointed Committees	
Data Management Committee	Counts as Service
Graduate Academic Policies Committee	15 per year
Teaching and Learning Committee (TLC)	25 per year

Research Regulatory Committees	
Institutional Animal Care and Use Committee - Chair	5 per year
Institutional Animal Care and Use Committee (IACUC)	Counts as Service
Institutional Biosafety Committee - Chair	50 per year
Institutional Biosafety Committee	10 per year
Institutional Review Board (IRB) - Chair	50 per year
Institutional Review Board (IRB)	10 per year
Research Misconduct Inquiry Committee - Chair	10 per year
Research Misconduct Inquiry Committee	Counts as Service
Co-Curricular Programming	
These activities are separated into categories as described below	
<p>Thriving Programs <i>These programs have a demonstratable impact on recruitment and retention, require a significant amount of travel or people management, and have links to academics. The directors are also responsible for a large number of students and budgets.</i></p> <ul style="list-style-type: none"> • Director of FYE • Director of Speech and Debate • Director of MU Theatre 	150 per year
<p>Developing Programs <i>These programs are developing their influence on campus by building student engagement and documenting their impact on recruitment and retention.</i></p> <ul style="list-style-type: none"> • Band Director • Director of Choral Activities • Director of St. Luke's (Pre-Med) • Director of St. Ives (Pre-Law) • Director of Socially Engaged Art and Humanities • Director of Community Engaged Learning • Director of Global Prestige Awards • Director of Undergraduate Research • Director of the Women's College Program • Directors of New Faculty Orientation • Ethics Bowl Coach (50 for the fall term) 	100 per year
<p>Supporting Programs <i>These programs support student engagement within the department or program. New programs may start here.</i></p> <ul style="list-style-type: none"> • Student Organization Advisor 	20 per year
New Programs	
<p>New programs can be assigned a multiplier to support the projected enrollment and needed curriculum and development work. This should be established in the pro forma for the launch of the school. The multiplier should decrease over a period of time to where the program should then be able to sustain themselves within the standard load model.</p>	