

Florida Atlantic University

Christine E. Lynn College of Nursing

Faculty Workload Assignment Policy

Scope: Tenured/Tenure Earning/Practice Teaching and Instructor Faculty

The purpose of this policy is to outline the process for workload assignments in the Christine E. Lynn College of Nursing. The *Guidelines for Assignment* are outlined in the following table and other criteria. The following policy is contingent upon available funding.

Fall OR Spring

FACULTY RANK	Semester	Semester	APPROX COURSE EQUIVALENCE
Tenured Professor	.75 Teaching .20 Research .05 Service	.50 Teaching .45 Research .05 Service	*3/2 or **2/3
Tenured Associate Professor	.75 Teaching .20 Research .05 Service	.50 Teaching .45 Research .05 Service	3/2 or 2/3
Tenure-earning Track Assistant Professor	.75 Teaching .20 Research .05 Service	.50 Teaching .45 Research .05 Service	3/2 or 2/3
Tenure-earning Track Assistant Professor Year ONE	.25 Teaching .75 Research	.50 Teaching .50 Research	***1/2 (First Year Only)
Practice-Teaching Track Professor	.75 Teaching .05 Service .20 Clinical Practice Scholarship	.75 Teaching .05 Service .20 Clinical Practice Scholarship	3/3
Practice-Teaching Track Associate Professor	.75 Teaching .05 Service .20 Clinical Practice Scholarship	.75 Teaching .05 Service .20 Clinical Practice Scholarship	3/3
Practice-Teaching Track Assistant Professor	.75 Teaching .05 Service .20 Clinical Practice Scholarship	.75 Teaching .05 Service .20 Clinical Practice Scholarship	3/3
Instructor	.95 Teaching .05 Service/Scholarship	.95 Teaching .05 Service/Scholarship	****4/4

3= 9 credit hours, **2=6 credit hours, ***1= 3 credit hours, *4= 12 credit hours**

I. Other Criteria for Faculty Workload Assignments

The Associate Dean for Academic Programs has the discretion to change course and workload assignments for but not limited to:

A. Administrative Assignments

- B. Faculty coordination of program concentrations and sites
- C. Service assignments such as CCNE program review

II. Instruction

The following variable workload calculations are based on number of students and level of supervision needed for the students:

- A. Instruction for didactic courses is .08 per credit hour (e.g. 3 credit course = .24 FTE)
- B. Instruction for direct clinical supervision is .12 per credit hour (e.g. 3 credit clinical = .36 FTE)
- C. Instruction for on-campus labs is .12 per credit hour (e.g. 2 credit lab = .24 FTE)
- D. Dissertation chairs: For faculty members who serve as chairs on dissertations, faculty may bank one credit hour for each completed dissertation.
- E. Dissertation committee members: For faculty members who serve as dissertation committee members, faculty may bank .25 credit hour for each completed dissertation.
- F. DNP project faculty leaders: For faculty members who serve as leaders of DNP projects, faculty may bank .5 credit hour for each completed project.

III. Research/Scholarship

- A. Faculty members who are funded will buy-out part of their teaching assignment. A 25% buyout is essentially the equivalent of one course. Faculty members must request a buyout that reflects the actual work of the grant and funding source.
- B. Due to the FAIR reporting system, faculty members, who do not to meet their research/scholarship productivity goals, as indicated by the annual evaluation, will be assigned to teach additional courses.

IV. Summer Semester Assignments

For summer teaching assignments, faculty members submit requests for summer teaching assignments which must be approved by the Associate Dean of Academic Programs.

Approved by Faculty Assembly

Date of Action: April 27, 2020

Effective Action Date: Fall 2020