Faculty Workload Course Calculation Reference
Course calculations

- Lecture
  - Lecture equals the semester credit hours
  - Exception: add graduate level extra credit (SCHs * .33 for full-time and .25 for part-time faculty).
  - Example:
    - CRN   Course Number Type   Enrollment
      12918  SOCG 1013 1       79

    Equals: Semester Credit Hours 3.00
    51 or more Students SCHs * .33 .99
    (.25 for part-time, .33 for 3.99 or 33% full-time)
Course calculation cont’d

- Laboratory
  - Equals ½ contact hours
    - Exception: Intensive Labs equals SCHs * 2
    - add graduate level extra credit if applies (SCHs * .33 for full-time and .25 for part-time faculty).
  - Example:
    - CRN  Course Number  Type  Enrollment
      12997  HUPF  1151  2  25

Equals: Contact Hours * .5  Ex.  1.00 * .5 = .5 or 4%
If this was an intensive Laboratory it would equal:
1.00 * 2 = 2.00 or 17%
Course calculation cont’d

- Practicum
  - Equals Semester Credit Hours * Enrollment / 12
  - Exception: Large Practicum (Over 13+ Students equals semester credit hours.
  - Nursing Practicum equals semester credit hours * 2
  - add graduate level extra credit if applies (SCHs * .33 for full-time and .25 for part-time faculty).

- Example:
  - CRN    Course Number    Type    Enrollment
        10267    MGMT 3393     3        7

Equals: Semester Credit Hours * Enrolled / 12
Ex. 3 * 7/12 = 1.75 or 14.58%
If this was a large practicum it would equal 3.00 or 25%
Or if this was a Nursing practicum it would equal
3 * 2 = 6.00 or 50%
Course calculation cont’d

- Seminar
  - Equals Semester Credit Hours
  - Exception: add graduate level extra credit (SCHs * .33 for full-time and .25 for part-time faculty).
  - Example:
    - CRN Course Number Type Enrollment
      12720 ELEG 6011 4 4
    
    Equals: Semester Credit Hours 1.00
    Graduate level course equals 1.00 * .33 = .33
    1.33 or 11.08%
Course calculation cont’d

- **Independent Study**
  - Equals Semester Credit Hours * enrolled / 15
  - Exception: add graduate level extra credit (SCHs * .33 for full-time and .25 for part-time faculty).
  - Example:
    - CRN  Course Number Type Enrollment
      - 12968  BIOL  5993  5  1
    
    Equals: SCHs * ENRL / 15  3.00 * 1 / 15 = .2
    Graduate level equals  3.00 * .33  = .99
    1.19 or 9.92%
Course calculation cont’d

- Thesis
  - Equals Semester Credit Hours * enrolled / 6
    - Exception: add graduate level extra credit (SCHs * .33 for full-time and .25 for part-time faculty).
  - Example:
    - CRN  Course Number Type Enrollment
      12213 JPSY 5983 8 1
    - Equals: SCHs * ENRL / 6 3.00 * 1 / 6 = .5
    - Graduate level equals 3.00 * .33 = .99
    - 1.49 or 12.42%
Course calculation cont’d

- Dissertation
  - Equals Semester Credit Hours * enrolled / 3
  - Exception: add graduate level extra credit (SCHs * .33 for full-time and .25 for part-time faculty).
  - Example:
    - CRN  Course  Number  Type  Enrollment
      11401  EDUL  8003  9  2
    
    Equals: SCHs * ENRL / 3  3.00 * 2 / 3 = 2.00
    Graduate level equals  3.00 * .33 = .99
                2.99 or 24.9%