

Faculty Senate Resolution on Office Hours

Prairie View A&M University Faculty Senate

March 24, 2017

Whereas, the Faculty Senate acknowledges the vital importance of faculty maintaining adequate office hours to aid in the advisement and retention of students;

Whereas, the current PVAMU policy requiring each faculty member to maintain the same number of office hours as Semester Credit Hours (SCH) taught is inflexible and excessive in comparison to other TAMU System institutions and peer/aspirational institutions (see Table 1 attached);

Whereas, the current policy places a particular burden on full-time non-tenure track (NTT) faculty who typically teach 15 SCH and are therefore required to hold significantly more office hours than the typical tenure track (TT) faculty member teaching 9-12 SCH;

Whereas, a more reasonable and flexible rule regarding office hours would aid the University in its recruitment and retention of high quality faculty;

Now, therefore be it resolved that the rule governing office hours be revised to stipulate that the number of required office hours per week:

- a) shall be determined with a faculty member's appropriate administrator; and
- b) shall not exceed nine (9) hours; and
- c) shall not exceed the number of SCH taught except in the case of faculty members who receive course release for administrative duties (e.g., program coordinators).



M. Clay Hooper, Speaker
PVAMU Faculty Senate



Michael Nojeim, Vice Speaker
PVAMU Faculty Senate

TABLE 1: Comparison of Office Hours Policies

	Institution	Office Hours Policy *	For 12 SCH Taught	For 15 SCH Taught
TAMU System Institutions	TAMU	Determined at departmental level	—	—
	PVAMU	Equal to SCH taught	12	15
	Tarleton	“Regular office hours” must be prominently posted	—	—
	TAMU-CC	Determined at college level	—	—
	TAMU-Kingsville	10	10	10
	WTAMU	Determined “in consultation with . . . direct supervisor”	—	—
	TAMU-Commerce	5 (departments may require more)	5	5
	TAMU-Texarkana	4	4	4
	TAMU-Central	No posted policy	—	—
	TAMU-San Antonio	Faculty expected to maintain “appropriate office hours”	—	—
Non-TAMUS Peer Institutions	Jackson State U	Determined at departmental level	—	—
	Morgan State U	Faculty expected to maintain “regular office hours”	—	—
Aspirational Institutions	North Carolina A&T	10	10	10
	Stephen F. Austin U	5 (departments may require more)	5	5
	Lamar State U	Determined at college level	—	—
SWAC Institutions	Texas Southern U	2 for every 3 SCH taught	8	10
	Southern U	2 for every 3 SCH taught or 8 maximum	8	8
	Grambling U	10	10	10
AVG Among non-PVAMU Institutions			7.5	7.75

* Data acquired from published institutional rules/procedures or faculty handbooks