

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	SO CG	1013	1	79

Equals: Semester Credit Hours 3.00

51 or more Students SCHs * .33 .99

(.25 for part-time, .33 for full-time) 3.99 or 33%

Course calculation cont'd

- Laboratory

- Equals $\frac{1}{2}$ 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:

$$1.00 * 2 = 2.00 \text{ or } 17\%$$

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
1.75 or 14.58%

Ex. $3 * 7/12 =$

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%