

## **Faculty Workload Policy, Department of Earth & Atmospheric Sciences**

Approved by the EAS faculty, 2 May 2016

This workload policy is based on the University Policy on Faculty Workload, version 1.0, effective March 1, 2016. The total yearly workload of a 9-month faculty is 24 units, where one workload unit is approximately equivalent to one credit hour spent in scheduled classroom teaching. A full time workload based only on teaching is defined as the equivalent of teaching 4 courses per semester (4-4).

The Department of Earth & Atmospheric Sciences is a research department with active graduate and undergraduate programs. It is expected that faculty will be actively involved in research and teaching of undergraduate and graduate students, and will, in addition, fulfill their service obligations. The normal teaching load of faculty in the department is expected to be the equivalent of teaching 2 courses per semester of 3 credit hours (i.e. 12 teaching units per year). This corresponds to an equal distribution between teaching and research. Nevertheless, research productivity varies between faculty in the department and also varies over time for individuals. In order to maintain a 100% workload, the teaching load will therefore adjust according to the research productivity of the faculty members. The workload distribution will be developed in consultation between the faculty and the department chair, subject-rated expectations as discussed in the

, research and service expectation for a regular 100%  
varying the balance of teaching and research are described

class can vary substantially depending on how the class is  
described above is a typical 3 credit hour lecture class  
of teaching.

will count for the number of listed credit hours. A 1 credit  
1 and 2 units if there are 2 contact hours, and between 1.5  
credit hour field course will normally count the same as a 3

ents) may count for more depending on the extra work  
assistance from a teaching assistant. This would be the case  
r problem sets that need to be graded individually; 2. there  
tional contact with the instructor; 3. the instructor needs to

ses will not count as courses for the purposes of the  
g graduate students is part of the research and service



annual review, the faculty will include a brief statement of their contribution to the paper.

Research group: For the purposes of counting the advisees, postdocs will count like graduate students, and PhD students will count for more than MSc students. Undergraduate students, visitors and summer students will be counted according to the amount of time working on the research project and/or the amount of advising time required of the faculty.

If there are differences in a faculty's performance in the areas of publications, advising and funding for determining the workload productivity, then publications and advising will count for more. Secondary contributions to research will be evaluated in conversation with the chair but are not expected to contribute a significant fraction of workload units. Finally, the department may consider the current funding climate in a particular discipline when evaluating the external grants obtained by a faculty.

**Service Expectations:**



