

OU SON Workload Policy

The Faculty of the School of Nursing (SON) is committed to delivering high quality educational programs to our students and to achieving excellence in teaching, scholarship, and service. Faculty workload at the SON is viewed as encompassing a range of professional duties and responsibilities including: teaching; mentoring/advising students; engaging in research and scholarly activities; participating in school and university service; engaging in professional and community service; and performing administrative duties.

While each faculty member may not be actively involved in all of these areas, the shared participation of the faculty in all areas is essential to effectively meet the goals of Oakland University and the SON. The different requirements for each program in the SON as well as the unique interests, abilities, and qualifications of each faculty member require a workload policy that includes a flexible system for determining faculty assignments. This workload policy encompasses all facets of faculty responsibilities recognizing that teaching is only one aspect of the total expected workload.

The minimum teaching workload for all tenured and tenure-track faculty members in the School of Nursing is 16 - 20 workload credits (WLCs) per academic year (45% - 55% of the total workload). The recommended scholarship workload for all tenured and tenure-track faculty members in the School of Nursing is 13 – 16 WLCs (35 – 45% of the total workload) and the recommended service workload for all tenured and tenure-track faculty members in the School of Nursing is 4 - 8 WLCs (10 – 20% of the total workload). Tenured faculty may elect to redistribute non-teaching hours to accommodate unique scholarship or service commitments.

The minimum teaching workload for full-time visiting and adjunct instructors in the School of Nursing is 25 WLCs per academic year (70% of the total workload). The recommended service workload for full-time visiting and adjunct instructors is 10 WLCs per academic year (30% of the total workload).

By March 15 of each academic year, every full-time faculty member will submit their completed workload table to the Associate Dean which reflects their anticipated teaching, scholarship, and service workload for the following academic year.

In addition, at the end of the winter semester, each faculty member will submit their workload table along with their annual report. The workload table will reflect their actual teaching, scholarship, and service workload covering the same time frame as the annual report.

Required Teaching Workload

Tenured & tenure-track faculty	45 – 55%	16 – 20 WLCs	18 – 22 hrs/wk
FT visiting & adjunct instructors	70%	25 WLCs	28 hrs/wk

Teaching	WLC
Lecture (per credit)	1
Clinical (per credit)	1.5
Precepted clinical (based on number of students)	1 - 5
Adjustment for lecture class size	0.3 – 1.8
First time development of new course (per credit)	1
First time teaching previously developed course (per credit)	0.5
First time developing an online course (per credit)	1.5
Master’s project supervision	1
DNP project supervision	2

Recommended Scholarship Workload

Tenured & tenure-track faculty	35 – 45%	13 – 16 WLCs	14 - 18 hrs/wk
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Scholarship	WLC
<u>Proposals</u>	
Submission for internal funding	2 – 4
Submission for external funding	4 - 8
Awarded funding	WLC to be determined per grant release time
<u>Publications</u>	
Manuscript	2 – 3
Book	8
Book Chapter	2 – 4
Book editor	2 – 4
Presentations	2 – 3

Recommended Service Workload

Tenured & tenure-track faculty 10 – 20% 4 – 8 WLCs 4 – 8 hrs/wk

FT visiting & adjunct instructors 30% 10 WLCs 12 hrs/wk

Service	WLC
SON Major Committees (+1 if chair)	2 (+1)
SON Minor Committee (+1 if chair)	1 (+1)
SNAOU Advisor	3
Task Force	0.5
University Major Committees (+1 if chair)	2 (+1)
University Minor Committees (+1 if chair)	1 (+1)
University Marshall	0.5
Professional Practice for Certification	1
Professional Organization (office, chair, board)	1 – 2
Community Service (one event)	0.5
Reviewer (article, book , chapter)	1 – 4
Administrative (Director, Program Facilitator, Clinical FOR, Assessment Coordinator, Program Review or Accreditation)	2