



TEXAS A&M ESSENTIALS

provost.tamu.edu

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Faculty Workload Accountability

The assignment of teaching loads is governed by Texas A&M University Rule 12.03.99.M1, Faculty Teaching Workload Reporting. This rule is compliant with System Policy 12.03, Faculty Academic Workload and Reporting Requirements, which in turn follows guidelines and requirements set forth in the Texas Education Code Section 51.402 (b). *See resources on second page*

Rule 12.03.99.M1 states that a full-time faculty member must have 9 total teaching workload credits every semester. The rule further defines the faculty workload credits as Classroom Teaching Credits and Equivalent Teaching Credits (see Table 1). For classroom teaching credits the type of instruction determines the amount of credit. For undergraduate courses, each lecture contact hour is equivalent to 1 workload credit. So, teaching two 3-credit-hour undergraduate courses earns 6 classroom teaching credits. For graduate courses, each lecture contact hour earns 1.5 classroom teaching credits. So, teaching a 3-credit-hour graduate course earns 4.5 classroom teaching credits. Equivalent teaching credits are given for defined activities up to a prescribed limit. For example, chairing a Ph.D. dissertation committee yields 1 equivalent teaching credit, but a faculty member may not earn more than 6 credits by chairing Ph.D. dissertation committees. A faculty member can fulfill the minimum workload requirement by adding classroom and equivalent teaching credits.

TABLE 1 — TEXAS A&M UNIVERSITY
WORKLOAD CREDITS FOR FACULTY

Classroom Teaching Credits (CTC)

- Lecture/Seminar UG courses = credits awarded for course
- Lecture/Seminar Grad courses = 1.5 x credits awarded for the course
- Laboratory/Private lessons UG or Grad course = 0.67 x credits awarded for the course
- Independent Study UG or Grad = sum of all these SCHs/3, but no more than 6 credits/semester
- Practicum/student teaching = sum of these students/2, but no more than 9 credits/semester

Equivalent Teaching Credits (ETC) (*coding for the report is shown in parentheses*)

- (A1) Master's Committee(s) Chaired = 2 credits if 2–4 students, and 3 credits if more than 4
- (A3) Doctoral Committee(s) Chaired = 1 credit for each student, but no more than 6 credits
- (A2 or A4) Member of graduate committee = 1 credit for more than 4 master's students, 1 for 2–4 doctoral students, and 2 if more than 4 doctoral students
- (A5) Large lectures can be multiplied by 1.5 (at A&M typically 40 for Grad and 80 for UG), but no more than 3 credits/ semester
- (B1–B2) Each department has a restricted total number of administrative credits depending on faculty FTEs
- (C1–C3) Student advisor for the department can be awarded up to 3 credits depending on number of students
- (C4–C5) Major University Assignment up to 3 credits
- (D1) New faculty up to 3/credits/semester for up to 3 years
- (P1–P2) Faculty approved study leave can be awarded up to 9 credits
- (R1) Research can be awarded up to 6 credits

Rule 12.03.99.M1 requires that, each semester, Data and Research Services with input from the deans and department heads will generate a workload report for all faculty members. DARS submits the report to the Dean of Faculties and the Provost and notes if any faculty member is out of compliance. The report format lists out-of-compliance faculty members first, followed by workload averages sorted by college and department. It concludes by listing the faculty workload for every faculty member together with their required workloads.

The Dean of Faculties follows up with the department heads about out-of-compliance faculty members. In general, it is rare for faculty members, much less departments or colleges, to be out of compliance with workload requirements. For instance, in Spring 2014, only seven faculty members were out of compliance. Of these, five were on sick leave, one was deceased, and another did not teach because an assigned class did not make.

For Spring 2014, the average of classroom teaching credits per faculty member was 10.9 (virtually the entire workload requirement was fulfilled by classroom teaching alone). When equivalent teaching credits were added, the average reported total number of workload credits per faculty member was 12.6. However, the average true total number of workload credits is likely to much higher because once a faculty member satisfies the minimum 9-credit requirement, department heads are not obligated to account for the additional equivalent teaching credits that faculty members earn. Thus, for most faculty members—particularly tenure-track faculty—the officially reported total workload credits underestimates the actual total workload credits.



FOR SPRING 2014, THE
AVERAGE REPORTED TOTAL
OF WORKLOAD CREDITS
PER FACULTY MEMBER WAS
12.6.

RESOURCES

“Texas A&M University Faculty Workload Compliance Report” (restricted access)

System Policy 12.03 Faculty Academic Workload and Reporting Requirements
<http://policies.tamus.edu/12-03.pdf>

University Rule 12.03.99.M1 Faculty Teaching Workload Reporting
<http://rules-saps.tamu.edu/PDFs/12.03.99.M1.pdf>

[Texas Education Code §51.402](#)