Title: FACULTY WORKLOAD

Date Approved: 9/4/2014

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Chair Signature: [Signature]
FACULTY WORKLOAD

Policy Statement

The Department of Nutrition faculty workload is composed of three main responsibilities: teaching, research and service. Each of these responsibilities has faculty norms that are published in the “Faculty Performance Norms” policy. The workload policy provides context for the norms, it does not supersede them. It is a complimentary document meant to provide detailed guidance as to the department’s workload expectations for their faculty.

Audience

This policy applies to all permanent faculty assigned to the Department of Nutrition – tenured/tenure track, clinical, and research faculty.

Purpose

Provide information and guidance to faculty members regarding the department’s expectations of the overall workload to be assumed by all faculty members.

Roles and Responsibilities

All Faculty:

The numbers below are to be used as guides. They can be used with appropriate tradeoffs, but faculty should have some strength in all components. Tenured/tenure track faculty are expected to contribute substantially to research and teaching, as well as participate in service activities. Clinical appointment would be expected to contribute less research but carry a larger teaching and advisee load, and to do some service particularly at the department level. Research appointment would be expected to contribute less teaching but carry a larger research load, and to do some service particularly at the department level.
**Teaching**
Teaching is one of the department’s most important activities. All tenure track faculty are expected to teach 1 course (3 credit hours) each year. Research track faculty are expected to teach the equivalent of 1 credit hour each year. Clinical faculty are expected to teach 3-4 courses (3 credit hours) each year.

In addition to formal instruction, advising and mentoring are expected of the faculty as well. All tenure track faculty are expected to advise at least 3 students, and to support a small number of doctoral students. Clinical and research track faculty should advise students on an as needed basis. In addition, clinical faculty provide oversight to field placement activities.

**Research**
Faculty members are expected to be actively involved in research resulting in publications in high impact journals and presentations at important conferences. Both tenure and research track faculty are expected to publish 1st or senior author papers in refereed journals in the following numbers: 2 for Assistant, 3 for Associate, and 4 for Full Professors.

Sponsored research funding is expected to support the following percentages of salary for research track faculty: Usually 98% of Assistant, 95% for Associate and Full Professors. For tenure track faculty, sponsored research funding is expected to support 25-75% of Assistant, 50-75% of Associate and 75+% for Full Professors salaries.

These numbers represent the baseline expectations for faculty. Grant applications and awards will also be considered research achievement. The quality and impact of journal publications as well as their influence on public health will be noted.

**Service**
All faculty members are expected to share in the administrative functions of the department, school and university. Service may include serving on committees, directing degree programs, or other forms of University service. In addition, service should include membership in national or international professional associations of their disciplines.

**Chair:**
The chair will work with the steering committee to develop and assign service and administrative responsibilities to faculty annually. The goal is to distribute the work fairly and equitably to all of the department while best utilizing the talents of the faculty within the department.
Related Regulations or Policies

Gillings School of Global Public Health Appointments, Promotions and Tenure Manual, Revised May 2013

Faculty Performance Norms, Approved 11/18/2013

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