

## **FACULTY PERCENT OF TIME DEDICATED TO MISSION AACSB STANDARD 10**

### **College of Business Policy and Procedure for Determination**

- Tenured/Tenure-Track Faculty – 100 %
- Instructors – (With Research and/or Service Expectations) – 100 %
- Adjunct Faculty or Instructors with only Teaching expectations – 9 % per course up to 80 %

RATIONALE: The usual course load is 3 courses per quarter. This requires 11 hours per week of classroom time. Assuming 1 hour of preparation time per hour of class time and 10 hours of required office hours per week, this load requires 32 hours per week of teaching effort. This is 80% of a standard 40 hour work week. Therefore, each course an adjunct or part-time instructor teaches accounts for 9 % of their effort up to a maximum of 80 % of their time devoted to the College mission.

This is comparable to a continuous, full-time instructor's work load distribution of 10%/80%/10% for Research/Teaching/Service.

- Faculty on Sabbatical – 100 %

RATIONALE: Sabbaticals are usually for research which is part of the College mission. Completed research is attributed to the College. Thus, 100% of effort is dedicated to mission.

- Faculty on Unpaid Leave – 0 %

RATIONALE: Faculty are not required to work toward College's mission nor return to the College.

- Faculty/Staff with Joint Appointment (e.g. CEnIT) – varies – must determine College portion of workload. Total percent is College percent for Research and Service plus number of College of Business courses x 9 % per course