

AACON Faculty Workload Survey

I. Research Universities

Institution Name: Augusta University		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	USG system 1 credit hr + 3 hr prep = 10%	10% per credit hour- we team teach and is divided among the faculty assigned to lecture.
Course Lead	Course coordinators are given release based on class enrollment and role- a site coordinator at the distant campus vs the main lead in the course	Site = 10% 50 or less= 10% 51-100 = 20% 101 + students= 25%
Teaching in a clinical course	Didactic is calculated the same for all courses	
Clinical Course Coordinator	If course has 100 or more students, effort is given	15%
Teaching in a totally online course if different from above	N/A	
Teaching in a laboratory course	Didactic is calculated the same	
Clinical hours	Contact hrs (6, 8, 10) + 2 hours of prep x number of weeks	
Laboratory hours	Contact hrs (6, 8, 10) X number of weeks	Prep not given as set up by staff in the center.
Simulation hours	Contact hrs (6, 8, 10) + 2 hours of prep x number of weeks	
Precepting	2.5% effort per student	Ratio is 1 to 10
Thesis/Dissertation / EBP Chair	5% for Chairs	
Thesis/Dissertation/EBP Committee member	2.5% for Committee Members	

Effort (100%) is based on 40-hour workweek.

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II. Comprehensive Universities

Institution Name: Georgia Southern		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	1 hour of didactic = 1 contact hr = 1 credit hr. (if co-teaching, each faculty gets half the credit; eg: 4 hrs of didactic teaching w/ 2 faculty sharing the workload would be 2 contact hrs/2 credit hrs per faculty)	Contact hour / credit hour
Course Lead	Course coordinators given 1 contact hr/1 credit hr for each course they are coordinating	
Teaching in a clinical course	Each hour of clinical = 1 contact hr = 1 credit (eg: if faculty is teaching a 6 hr / week clinical section, the faculty receive 6 credits)	Contact hour / credit hour
Clinical Course Coordinator	Clinical coordinators given 1 contact hr/1 credit hr for each course they are coordinating the clinical portion of that course	Contact hour / credit hour
Teaching in a totally online course if different from above	1 hour of didactic = 1 contact hr = 1 credit hr. (if co-teaching, each faculty gets half the credit; eg: 4 hrs of didactic teaching w/ 2 faculty sharing the workload would be 2 contact hrs/2 credit hrs per faculty)	Contact hour / credit hour
Teaching in a laboratory course	Each hour of lab = 1 contact hr = 1 credit (eg: if faculty is teaching a 3 hr lab section, the faculty receive 3 credits)	Contact hour / credit hour
Clinical hours	1 contact hr of direct clinical instruction = 60 minutes = 1 credit hour (eg: if faculty is teaching a 6 hr clinical section, faculty receives 6 credits)	Contact hour / credit hour
Laboratory hours	1 contact hr of direct lab instruction = 60 minutes = 1 credit hour (eg: if faculty is teaching a 3 hr lab section, faculty receives 3 credits)	Contact hour / credit hour
Simulation hours	1 contact hr of direct simulation instruction = 60 minutes = 2 credit hours (for students). We do not have a formula for faculty credit as we have full time dedicated faculty who do nothing but simulation but do not do simulation every day, all day	Contact hour / credit hour
Precepting	1 credit hr of precepted clinical supervision = 0.5 credits (eg: if students are doing 6 hrs of precepted clinical, faculty doing supervision receive 3 credits, with 10 students per clinical group)	Contact hour / credit hour
Thesis/Dissertation / EBP Chair	1 credit per student per semester w/ a maximum of 3 committee chairs per faculty	
Thesis/Dissertation/EBP Committee member	No workload credit	

Institution Name: University of West Georgia		

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Areas	Calculation Formula	Unit of Measurement (credit hr./contact hr.)
Teaching in a didactic course	1 credit/1 contact hour of didactic instruction = 1 workload hour (one credit hour constitutes one contact hour (1:1))	credit/contact hour
Course Lead	No workload credit	N/A
Teaching in a clinical course	1 credit/contact hour of didactic instruction = 1 workload hour (one credit hour constitutes one contact hour (1:1))	credit/contact hour
Clinical Course Coordinator	3 credit hour release for coordinating pre-licensure clinical courses with multiple clinical sites, skills/simulation labs and instructors	credit/course coordinator
Teaching in a totally online course if different from above	No workload credit, not different than didactic course credit above.	N/A
Teaching in a laboratory course	The didactic aspect of lab courses are identical to didactic credit mentioned above, for skills/simulation hours, see below. (one credit hour constitutes one contact hour (1:1))	credit/contact hour
Clinical hours	1 contact hour of direct clinical instruction/supervision = 0.75 workload hour (one credit hour constitutes 0.75 contact hour (1:0.75))	credit/contact hour
Laboratory hours	1 contact hour of skills/simulation lab instructions = 0.5 workload hours. (one credit hour constitutes 0.5 contact hour (1:0.5))	credit/contact hour
Simulation hours	1 contact hour of skills/simulation lab instructions = 0.5 workload hours. (one credit hour constitutes 0.5 contact hour (1:0.5))	credit/contact hour
Precepting	0.33 workload hour credit is allocated for each student that a faculty member supervises in a precepted clinical experience	credit/#precepted students
Thesis/Dissertation / EBP Chair	1.00 workload hours per student per semester dissertation chaired (maximum 5 workload hours)	Credit/doctoral student chaired x 5 semesters
Thesis/Dissertation/EBP Committee member	0.5 workload hours for each dissertation committee member times 2 (the semesters of proposal defense and final defense)	Credit/doctoral student proposal defense & final defense

Institution Name: Valdosta State University		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	1 contact hour = 1 credit hour (Ex., if a faculty member is teaching a 4-hour credit course alone, then the faculty member gets 4 contact hours. If two faculty members are co-teaching a course, then each faculty member gets 2 contact hours)	Contact hours
Course Lead	No extra workload credit is given for being course lead	

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Teaching in a clinical course	The didactic portion is handled as above. Each faculty member who supervises clinicals in a course receives 1 contact hour for every 1 hour of clinical. For example, if there are 135 clinical hours in a course, then each faculty member supervising a clinical section will receive 135 contact hours.	Contact hours
Clinical Course Coordinator	No extra workload credit is given for being course clinical course coordinator.	
Teaching in a totally online course if different from above	1 contact hour = 1 credit hour (Ex., if a faculty member is teaching a 4-hour credit course alone, then the faculty member gets 4 contact hours. If two faculty members are co-teaching a course, then each faculty member gets 2 contact hours)	Contact hours
Teaching in a laboratory course	The didactic portion is handled as above. Each faculty member who supervises clinicals in a course receives 1 contact hour for every 1 hour of clinical. For example, if there are 135 clinical hours in a course, then each faculty member supervising a clinical section will receive 135 contact hours. Only graduate courses have laboratory only courses. The faculty member is given 30 contact hours for each clinical section since the grad students are precepting with other providers.	Contact hours
Clinical hours	Each faculty member who supervises clinicals in a course receives 1 contact hour for every 1 hour of clinical. For example, if there are 135 clinical hours in a course, then each faculty member supervising a clinical section will receive 135 contact hours.	Contact hours
Laboratory hours	Each faculty member who supervises clinicals in a course receives 1 contact hour for every 1 hour of clinical. For example, if there are 135 clinical hours in a course, then each faculty member supervising a clinical section will receive 135 contact hours.	Contact hours
Simulation hours	Each faculty member receives 1 contact hour of workload credit for each actual hour of simulation. For example, if a faculty member is in the simulation lab each week for 8 hours for 10 weeks, then they receive 80 contact hours of workload credit	Contact hours
Precepting	If a faculty member is precepting a grad student in their practice setting, the faculty member does not receive workload credit for this since they are being paid by their clinical facility. If a faculty member is supervising a group of students who are precepting with other nurses in the clinical setting, then the faculty member receives 30 contact hours.	Contact hours
Thesis/Dissertation / EBP Chair	N/A	
Thesis/Dissertation/EBP Committee member	N/A	

*Non-tenure track faculty are expected to teach 15 credit hours/semester or 225 contact hours for the semester. Tenure-track/tenured faculty are expected to teach 12 credit hours/semester or 180 contact hours for the semester. Program Directors receive 6 credit hours of administrative duties.

**Actual contact hours are calculated using the 225 or 180 expected workloads as the standard. Then these contact hours are converted back to credit hours (contact hours divided by 15 weeks = credit hours).

III. State Universities

Institution Name: Albany State University (ASN Program)		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	1 Credit = 1 Contact hour	

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Course Lead	NA	
Teaching in a clinical course	<p>1 Credit = 1 Contact hour (Didactic) 1 Credit = 3 Contact hours (Clinical) Example: Adult Health I is 7 credit hours: 4 credits theory, 3 credits clinical;</p> <ul style="list-style-type: none"> To calculate workload we first convert credit hours to contact hours using the above formula for didactic and clinical credits. Therefore AH I would be 4 contact hours (didactic) + 9 contact hours (clinical) = 13 contact hours total To calculate for compensation, we are only allowed to use credit hours (NO CONTACT HOURS) 	
Clinical Course Coordinator	NA	
Teaching in a totally online course if different from above	Same as above	
Teaching in a laboratory course	Same as above	
Clinical hours	1 Credit = 3 Contact hours (undergraduate programs) 1 Credit = 4 Contact hours (graduate programs)	
Laboratory hours	1 Credit = 3 Contact hours (undergraduate programs) 1 Credit = 4 Contact hours (graduate programs)	
Simulation hours	<p>For student clinical hours, we count 1 contact hour in simulation = 2 contact hours in lab/clinical (since simulation does not have the down time as actual clinical. So 5 contact hours in sim = 10 contact hours in clinical.</p> <p>We do not have a formula for faculty workload specifically for simulation.</p>	
Precepting	No policy	
Thesis/Dissertation / EBP Chair	I am not sure	
Thesis/Dissertation/EBP Committee member	I am not sure	
Program Directors, Program Coordinators, and Undergraduate Clinical Coordinator	Receives 3 credit hour release/semester (ASN Program Director receives a 6 credit hour release/semester due to the size of the ASN program)	

Institution Name: Clayton State University		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	One semester credit hour = one work unit (for classes # 1000-4999) One semester credit hour= 1.5 work units (for classes # 5000 & grad)	Credit hour
Course Lead		
Teaching in a clinical course	Contact hours for faculty exceeding student credit hour value of course: Lecture Hours (1 credit hour= 1 work unit for the lab + Lab Contact 1 credit hour= 2 work units for the lab + Clinical Contact 1 credit hour = 3 work units for each clinical	Contact hour
Clinical Course Coordinator	One semester credit hour = one work unit plus one additional hour for coordinating the course	Credit hour
Teaching in a totally online course if different from above	Same as above	Credit hour
Teaching in a laboratory course	1 credit hour = 1 work units for the lab course	Credit hours
Clinical hours	1 credit hour = 3 work units for clinical (undergraduate)	Contact hours

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	1 credit hour = 4 work units for clinical (graduate)	
Laboratory hours	1 credit hour = 2 work units for the lab	Contact hours
Simulation hours	1 simulation hour = 2 clinical hours	Contact hours
Precepting	Done on a voluntary basis	
Thesis/Dissertation / EBP Chair	N/A	
Thesis/Dissertation/EBP Committee member	N/A	

Institution Name: Georgia College & State University		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	1 contact hour = 1 credit hour	Semester Credit Hour
Course Lead	Courses that are team taught share the load and are expected to rotate the "course lead each semester" – no additional credit given.	Semester Credit Hour
Teaching in a clinical course	1 contact hour = 1 credit hour for the didactic portion of the course. 1 contact hour = 1 credit hour for the clinical portion of the course if it is undergraduate direct supervision of students. So for example if the course is 3 hours of class and 6 hours of clinical each week faculty who are teaching in both the class and the clinical portion would receive 9 credit hours.	Semester Credit Hour
Clinical Course Coordinator	Courses that are team taught share the load and are expected to rotate the "course lead each semester" – no additional credit given.	Semester Credit Hour
Teaching in a totally online course if different from above	1 contact hour = 1 credit hour	Semester Credit Hour
Teaching in a laboratory course	Lab and clinical course are handled in the same manner.	Semester Credit Hour
Clinical hours	Undergraduate clinical formula: 1 contact hour = 1 credit hour Graduate clinical hours are calculated so that faculty get 3 credit hours for supervising 6 clinical students.	Semester Credit Hour
Laboratory hours	Graduate/Undergraduate labs formula: 1 contact hour = 1 credit hour	Semester Credit Hour
Simulation hours	Undergraduate clinical labs formula: 1 contact hour = 1 credit hour	Semester Credit Hour
Precepting	Precepting students is considered service	
Thesis/Dissertation / EBP Chair	Chair of Committee receives 1 credit hour per semester	Semester credit hour
Thesis/Dissertation/EBP Committee member	Member of committee receives 0 credit – counted as service	Semester Credit Hour

Institution Name: Middle Georgia State University		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	1 for 1	Contact hours
Course Lead		
Teaching in a clinical course		
Clinical Course Coordinator		
Teaching in a totally online course if different from above		
Teaching in a laboratory course		

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Clinical hours	1/2 hours at bedside; 1/3 hours for precepted clinicals	Contact hours
Laboratory hours	1/2	Contact hours
Simulation hours	1/2	Contact hours
Precepting		
Thesis/Dissertation / EBP Chair		
Thesis/Dissertation/EBP Committee member		

Notation: MGA teaching workload policy: faculty members with a terminal degree (doctoral degree or MFA) should teach 4 courses or 12 hours per semester. Faculty without a terminal degree (doctoral degree or MFA) should teach 5 classes or 15 hours per semester.

Institution Name: University of North Georgia Undergraduate		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	Class room instruction: 1 hour of classroom instruction = 1 contact hour X number of sections. (Ex: 3 contact hours = 3-hour course). 1 section = 40 students. (Ex: 3-credit hour course with 120 students = 9 contact hours)	
Course Lead	n/a	
Teaching in a clinical course	Same calculation as described above.	
Clinical Course Coordinator	n/a	
Teaching in a totally online course if different from above	Same calculation. 1 section = 20 students (undergraduate)	
Teaching in a laboratory course		
Clinical hours	2 hours of clinical time = 1 contact hour. Ex: 12-hour clinical day = 6 contact hours.	
Laboratory hours	2 hours of lab time = 1 contact hour. Ex: 8-hour clinical day = 4 contact hours.	
Simulation hours	2 hours of lab time = 1 contact hour. Ex: 8-hour clinical day = 4 contact hours.	
Precepting		
Thesis/Dissertation / EBP Chair		
Thesis/Dissertation/EBP Committee member		
Institution Name: University of North Georgia Masters Programs (FNP/NE)		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	Class room instruction: 1 credit hour = 1 hour faculty workload (Ex: 3 credit hour course = 3 hours workload). 1 section = 20 students.	Credit hour
Course Lead	n/a	
Teaching in a clinical course	Same calculation as described above.	

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Clinical Course Coordinator	n/a	
Teaching in a totally online course if different from above	Same calculation. 1 online section = 20 students	
Teaching in a laboratory course	N/A	
Clinical hours	2 credit hours per clinical group 1 clinical group = 6 students	Credit hour
Laboratory hours	N/A	
Simulation hours	N/A	
Precepting	No credit given	
Thesis/Dissertation / EBP Chair	1 credit hour per EBP master's project	
Thesis/Dissertation/EBP Committee member	N/A for EBP master's projects (Faculty chair/advisor only)	

IV. State Colleges

Institution Name: College of Coastal Georgia		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	1 hour workload per contact hour for class	
Course Lead	ASN with team teaching, course lead can choose either 1 hour workload or \$750/semester. BSN courses are not team taught, so no course lead. Level coordinator for BSN (helps coordinate testing schedules, computer and lab space, student success, following of handbook and policy, etc) can choose either 1 hour workload or \$750/semester.	
Teaching in a clinical course	1 clinical hour x 0.67	
Clinical Course Coordinator	1 hour if clinical course for clinical coordination and scheduling	
Teaching in a totally online course if different from above	Same as above	
Teaching in a laboratory course	Same as above	
Clinical hours	1 clinical hour x 0.67	
Laboratory hours	1 clinical hour x 0.67	
Simulation hours	1 clinical hour x 0.67	
Precepting	0	
Thesis/Dissertation / EBP Chair	NA	
Thesis/Dissertation/EBP Committee member	NA	

Institution Name: Georgia Gwinnett College

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Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	Non-clinical courses of 3 credit hours or less are taught by one faculty and faculty receive the full credit hours. Non-clinical courses greater than 3 hours are co-taught as appropriate and faculty share the credit hours equitably.	credit
Course Lead	n/a	
Teaching in a clinical course	Clinical courses are worth 7 credit hours = 3 credit hours and 12 clinical hours using the 1:3 ratio. These clinical courses are co-taught thus faculty share the 3-hour credit for the classroom but each get the 12 hours of credit for clinical. All faculty involved in clinical activities.	Credit hour
Clinical Course Coordinator	n/a	Credit hour
Teaching in a totally online course if different from above	n/a	Credit hour
Teaching in a laboratory course	Same as clinical course	Credit hour
Clinical hours	Each faculty get 12 hour credit for clinical activities each semester if applicable to course	Credit hour
Laboratory hours	These hours are part of clinical hours	Credit hour
Simulation hours	These hours are part of clinical hours	Credit hour
Precepting	n/a	
Thesis/Dissertation / EBP Chair	n/a	
Thesis/Dissertation/EBP Committee member	n/a	

Example:

Faculty member teaches in 7 credit clinical course; 3 credit hours of class and 4 credit hours for clinical. The 1:3 ratio is used, yielding 3 credit hours for class and 12 credit hours for clinical. Clinical courses are co-taught with two faculty members each.

Each faculty receives 1.5 credit hours + 12 credit hours for lab, simulation, and clinical activities

Same faculty person teaches a non-clinical course worth 2 credit hours. She/he receives 2 credit hour for that course; non-clinical courses are usually taught by single faculty person.

Semester = 15.5 credit hours *****teaching workload policy for college is 24 credit hours per year; lab/clinical can be calculated with ½ credit or full; I choose to calculate with full credit.

This faculty would total 31 credit hours for year and thus be paid an overload of 7 credit hours in spring if assignment did not change.

Institution Name: Georgia Highlands College		
General education faculty are required to teach 15 credit hours a semester. Semesters are 16 weeks (15 weeks of class and 1 week of exams). For nursing, the 15 credit hours are converted to 225 contact hours (15hrs x 15weeks). Contact hours consist of classroom hours, lab hours, sim lab hours, and clinical hours. The clinical courses are team taught with a course coordinator. Each faculty member has a combination of duties to total 225 contact hours. Course coordinators receive contact hours for their duties based on the didactic hours for the course.		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	15 contact hours for each semester hour	Contact hour
Course Lead		
Teaching in a clinical course	1 contact hour for each classroom hour	Contact hour
Clinical Course Coordinator	15 contact hours for each didactic hour of the course (Example: For a 5-9-8 course, the course coordinator	Contact hour

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	would receive 75 [5 x 15] contact hours to manage the course).	
Teaching in a totally online course if different from above	15 contact hours for each semester hour	Contact hour
Teaching in a laboratory course		
Clinical hours	1 contact hour for each clinical clock hour	Contact hour
Laboratory hours	1 contact hour for each laboratory clock hour	Contact hour
Simulation hours	1 contact hour for each simulation lab hour	Contact hour
Precepting	4 contact hours for managing each student being precepted (Duties include orienting the preceptor, two meetings with the preceptor and student, monitoring the preceptorship schedule, being available by phone during the time the student is precepting, and following up with preceptor and student at the conclusion of the preceptorship.)	Contact hour
Thesis/Dissertation / EBP Chair		
Thesis/Dissertation/EBP Committee member		

Institution Name: Gordon State College		
Areas	Calculation Formula	Unit of Measurement (credit hr/contact hr)
Teaching in a didactic course	1:1	All contact hours
Course Lead	12 contact hours one semester and 15 the other semester	
Teaching in a clinical course	1:1	
Clinical Course Coordinator	2 hours per week	
Teaching in a totally online course if different from above	1:1 – use credit hours for contact hour calculation, i.e. 3 hour course is 3 hours contact per week	
Teaching in a laboratory course	1:1	
Clinical hours	1:1	
Laboratory hours	1:1	
Simulation hours	1:1	
Precepting	.5 x number students	
Thesis/Dissertation / EBP Chair	N/A	
Thesis/Dissertation/EBP Committee member	N/A	