

TSTC Harlingen
Faculty Productivity Standards
(Effective September 1, 2003) Revised 11/6/03

Technical Faculty:

Teaching Load: Normal Load = 18 to 24 classroom hours per week (1:1 lecture and lab ratio)
Lab hours paid must be assigned and fully taught by faculty. Lab hours assigned to Lab Assistants should be deducted from faculty load and entered as differential pay hours for Lab Assistant if daytime teaching, and full pay rate if outside 40-hr work week..

Faculty Workload Bonus (FWB) Pay: (Begins after 24 hours, if all other conditions are met.)
Faculty Workload Bonus pay will NOT be paid to any department faculty member, regardless of teaching load, if the total production of contact hours divided by the number of FTE faculty members in the department is less than 325 contact hours per week, or an average of 5,200 contact hours per FTE instructor per term. FTE is calculated on total class hours taught (after adjustments for co-op,clinicals, etc.) divided by 24. The Vice President for Student Learning reserves the right to make exceptions to this standard under special conditions.

General Education Faculty:

Teaching Load: Normal Load = 15 to 16 SCH (Semester Credit Hours) per term. This equates to five (5) 3-SCH hour classes per week or three to four courses with lab hours, depending on number of lab hours and their conversion to SCH's.
Total SCH in excess of 16 credits will be eligible for Faculty Workload Bonus pay.
In addition, regular load for non-science-based disciplines will include 4 hours or more of documented tutoring/advisement activities or other DC-assigned responsibility approved by the Vice President on the Faculty Productivity form.

Faculty Workload Bonus (FWB) Pay: (Begins when SCH exceed 16 SCH, if all other conditions are met.)

FWB pay for each additional 3-SCH course is set at \$1,200 per course. A 4-SCH course FWB is set at \$1,600 per course. Faculty Workload Bonus pay will NOT be paid to any General Education or Developmental Studies faculty member, regardless of teaching load, if the total production of contact hours divided by the number of FTE faculty in the department is less than 350 contact hours per week, or an average of 5,600 contact hours per FTE instructor per term, OR the average class size on the ORD is 25 students or greater per class in the Department. FTE is calculated on total class hours taught divided by 16. The Vice President reserves the right to make exceptions to this standard under special conditions.

Department Chairs: **Technical:** Teaching Load Range: 12 to 18 classroom hours per week.
FWB Pay begins after 18 classroom hours per week load.
Academic: Teaching Load Range: 9 to 14 SCH per term or 4 classes.
FWB Pay begins after SCH limit of 12 SCH is met.

Assistant Dept. Chairs:

Teaching Load Range:
CHOICE of APC---Either reduced class load by one class from the standard 24/16 load, OR \$100 per month--- NOT BOTH.

FWB Pay depends on method of assignment above and on APC choice. Refer to respective standards above.

Distance Learning Incentive Compensation:

Course Development (Web-based or on-line course) = One-Time, \$1,500 payment.
Activity MUST be approved in advance by the Vice President's Office.
Course Delivery: 1.5 times the course hours counted toward Faculty Productivity.

Instructional Division Directors:

Normal Teaching Load = 1 to three courses, not to exceed 10 hours per week. In excess of 10 classroom hours per week (technical), or 9 SCH (academic) will be reimbursed with Faculty Workload Bonus at instructor rates.
Salary stipend for Division Directors is set at \$500 per month.

NOTES:

Non Traditional Instruction Methods:

Clinical, Co-op, and Internship Course Hours will be computed for Faculty Productivity purposes as follows:

- Co-op---Number of students supervised X .5 hours per week.
- Clinical Hours---Number of clinical hours per week X .5.
- Internship Hours----Number of intership hours per week X .2

Payment Dates— Part-time, adjunct faculty will be paid over a 4-month payment cycle.

Full-time college personnel will be paid over a 3-month payment cycle beginning the second month of the term.

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Approval: _____ Date: Sept. 3, 2003
Pat Hobbs, Vice President for Student Learning

Approval: _____ Date: _____
J. Gilbert Leal, President