The School of Engineering (SoE) offers professional degrees in 4 separate engineering disciplines that must each satisfy the requirements of the Accreditation Board for Engineering and Technology (ABET). Accordingly, the SoE faculty have curricular responsibilities that are more extensive than those facing faculty in most other degree programs. These extra responsibilities include offering engineering design courses, which at the senior level entails solving real engineering problems in a team-based project that frequently involves interactions with local industries and municipalities. Mentoring a senior design project is usually a significant undertaking for a faculty member, although this varies considerably depending on the nature of the project. These factors, together with the additional responsibilities of supervising graduate students, honors theses, and independent studies, mean that it is essentially impossible to devise a universal formula for determining a faculty member’s workload in the SoE. In the past, workloads have been determined by the SoE Director in consultation with each individual faculty member and with the Head of the engineering program to which the faculty member contributes. The same approach will be taken in the future. That is, workloads will be developed in a consultative manner taking into account the specific nature and amount of the work involved in an individual’s set of tasks, whether there is any TA and/or grader support available, and the magnitude of the faculty member’s teaching commitments over the prior 3 years. In particular, to the degree possible, the workloads of research productive faculty will be commensurate with those of engineering faculty at other research intensive universities. Instructional credit for these activities will be explicitly defined in terms of %FTE on the workload form.

With regard to the specific issue of large enrollment classes, any class with large enrollment and/or that involves intense preparation will be considered an increased load as decided by the SoE Director in consultation with the faculty member concerned and the relevant Program Head.

With regard to the specific issue of selection and instruction of courses designated as on-line, selection of courses will largely be determined by the faculty offering the course, in consultation with and with approval of the Director. The Director will not assign an instructor to teach in an on-line format without the instructor’s consent, and a faculty member may not offer a course in an on-line format without the Director’s consent. All faculty offering on-line instruction must first receive training in on-line teaching, at University Expense, prior to delivering on-line instruction. When possible, student feedback and performance from sections taught in an on-line format will be compared to student feedback and performance in sections of the same course taught in face-to-face format. This will be used as a basis for determining the most appropriate format for future offerings of the course, to ensure high quality and effective course offerings.