

2. Academic Administration

Faculty estimate of workload credit hours

credit hours

	Credit Hrs	Description
<input type="checkbox"/> Department Chairperson	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Department Associate Chair	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Department/College-Wide Graduate Coordinator	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Large Department Undergraduate Coordinator	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Other	<input type="text"/>	<input type="text"/>

Comments & Justification:

3. Graduate Committee Chair

Faculty members will receive only one course reduction per semester for thesis/dissertation graduate work. Dissertation credit may be received more than one time, but evidence of substantial advisory activity toward the dissertation must be presented to the Chair and Dean.

credit hours

	Credit Hrs	Description
<input type="checkbox"/> Chair, Graduating Master's Student (0.75 per student)	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Chair, Ph.D. Candidate (1 per student)	<input type="text"/>	<input type="text"/>

Comments & Justification:

4. **Teaching Development and Research/Creative Wrok**

a. Teaching Development & Research/Creative Activity
Faculty estimate of workload credit hours
PROVIDE DETAIL BELOW

credit hours

	Credit Hrs	Description
<input type="checkbox"/> Significant Curriculum Revision/ Program Development	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> New Faculty Instructional Development	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Research or Creative Work	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Other Research or Creative Work	<input type="text"/>	<input type="text"/>

Comments & Justification:

**TOTAL WORKLOAD
From Sections 1-4**

credit hours
(Must total 12 credit hours)

