

APPENDIX L
FACULTY WORKLOAD REPORTING DOCUMENT

Division: _____

Semester: _____

Faculty Name: _____

CLASSROOM TEACHING: (lectures, labs, seminars)

Classroom Teaching Units:

COURSE TAUGHT IN LOAD:

	Course Number, Section Number, and Title	CreditHRS	ContactHRS
1.	_____		
2.	_____		
3.	_____		
4.	_____		
5.	_____		
		TOTALS	

COURSE TAUGHT FOR EXTRA COMPENSATION:

	Course Number, Section Number, and Title	CreditHRS	ContactHRS
1.	_____		
2.	_____		

CHAIR'S EXPLANATORY NOTES

A. NON-CLASSROOM TEACHING: [independent study, internship, student teaching]

Course Number, Section Number, and Title	CreditHRS	ContactHRS
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		

B. ADVISING: [Describe advising activities below.]

Total number of advisees this semester: _____ Total expected contact hours per week of advising activity this semester: _____

C. OTHER INSTRUCTION-RELATED ACTIVITIES OR FACTORS: [Check all that apply.]

- Course Coordination Course: _____
- Curriculum Development Course: _____
- Technology-Assisted Instruction Course: _____
- Large Class Size Course: _____
- Extensive Contact Hours Course: _____
- Other Course: _____

D. PROFESSIONAL DEVELOPMENT: [Please be specific. Attach extra sheets if necessary.]

E. SERVICE ACTIVITIES: [i.e. committee work, Please be specific. Attach extra sheets if necessary.]

F. ADMINISTRATION: [Position Title]

Faculty Signature:

Date:

Chair Signature:

Date: