# PURPOSE

*This project aimed to develop a **standardized approach** for analyzing **quantifiable faculty workload** data, focusing on didactic **teaching** and committee **service** using existing data sources.*

*The pilot was intended to create baseline workload measures displayed in a **dashboard** to complement chair-collected data, leveraging readily available institutional data for more **efficient workload assessment**.*

WHY IT MATTERS
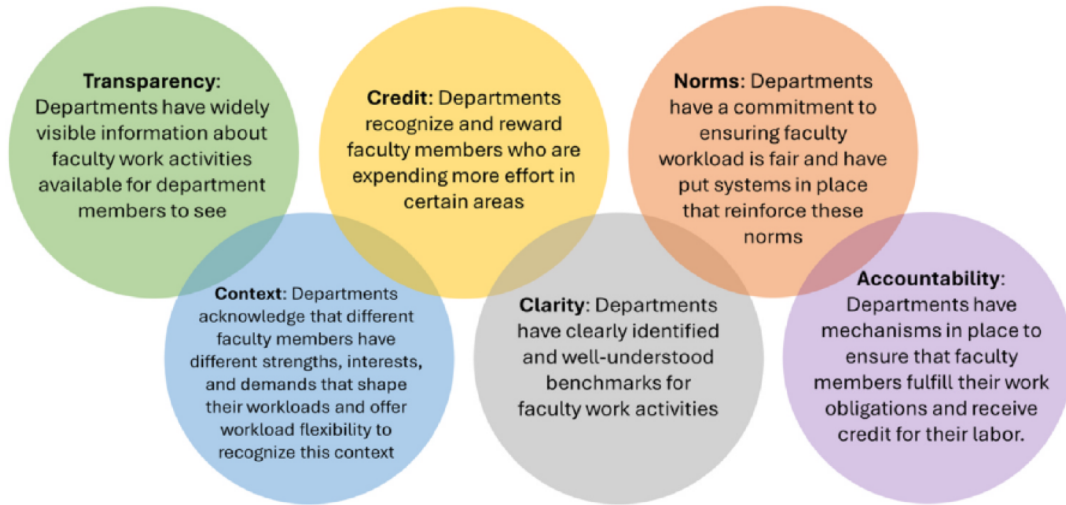
Transparency: Increase visibility of workload distribution for leadership

Proactive Planning: Enable real-time workload balancing throughout the year

Resource Optimization: Reduce administrative time spent gathering metrics

Equity Focus: Identify and address potential workload imbalances visually

Burnout Prevention: Monitor workload trends to support faculty wellbeing

Malcom DR, et al. AJPE 2024:88:100664.

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PEOPLE INVOLVED

- Team Members
  - Julie Sease and Mike Wyatt

- Information Collected From
  - Nikki Mellen (Admissions) and select Committee representatives

- Subject Matter Expert Consultation
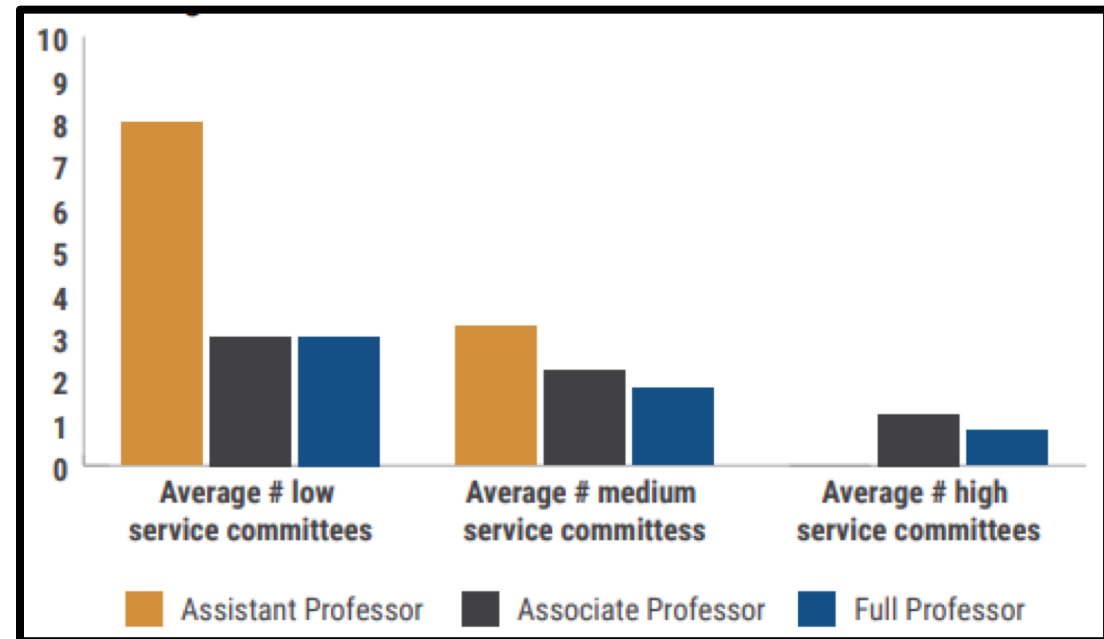 - Lisa Lebovitz, Karen Whalen, Karen Fiano and Mike Fulford

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PROJECT PATH: DISCOVERY

- Inventory of current literature

- Identified stakeholder needs

- Mapped existing data sources for teaching and service with consideration for phase I vs phase II

- Created classification system for committee service intensity based on time per year

- Established baseline requirements for dashboard development

https://www.acenet.edu/Documents/Equity-Minded-Faculty-Workloads-Worksheet-Booklet.pdf

Faculty	LOW (1 POINT)					MEDIUM (2 POINTS)				HIGH (3 POINTS + 1 for CHAIR*)							Total Comms	Total Service Load
	Faculty Sponsor	Seminar Series	Curriculum, Enrollment & Distance Education Committee	Events committee	Handbook revisions	Promotion Tenure Review	Budget committee	Faculty Senate	Newsletter	Assessment Committee	Faculty Workload	MA Admissions	Search	Student Club	Undergrad Supervision	Grad Supervision		
Number needed	1	1	4	2	2	3	3	3	2	6	6	7	4	1	1	1	47	
F-1			1							1					1		3	7
F-2																	0	0
F-3			1		1							1					3	6
F-4				1			1			1							3	8
F-5											1	1	1				3	9

Average # low service committees / Average # medium service committess / Average # high service committees — Assistant Professor, Associate Professor, Full Professor
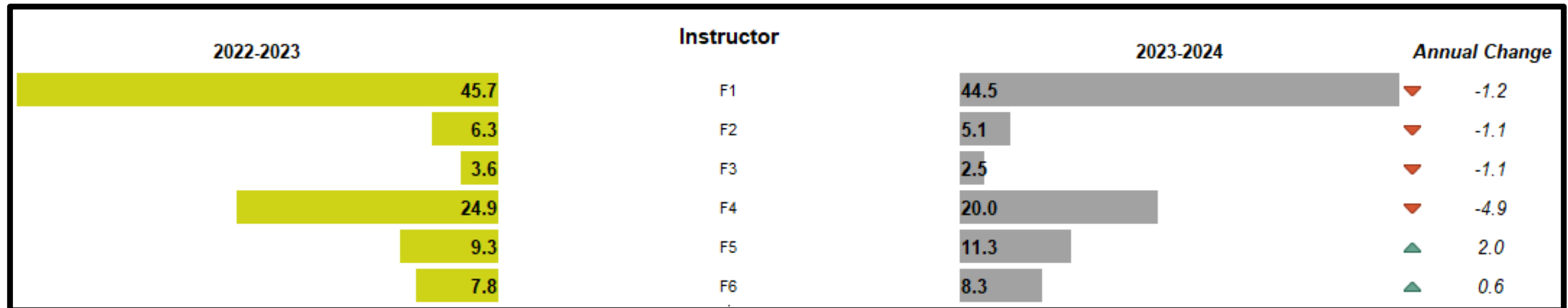
PROJECT PATH: POSSIBILITY

- Researched academic workload best practices
- Designed preliminary dashboard visualization concepts
- Prioritized high-impact improvements using existing data sources
- Gathered feedback
- Ongoing refinement of dashboard concept

PROJECT PATH: PLANNING

- Dashboard design concept with data integration based on core didactic teaching and committee service

- Documented expansion opportunities in phase II

2022-2023	Instructor	2023-2024	Annual Change
45.7	F1	44.5	▼ -1.2
6.3	F2	5.1	▼ -1.1
3.6	F3	2.5	▼ -1.1
24.9	F4	20.0	▼ -4.9
9.3	F5	11.3	▲ 2.0
7.8	F6	8.3	▲ 0.6

Sum of Lecture Hours	Column Labels		
Row Labels	2022-2023	2023-2024	2024-2025
PHMY 615: Pharmaceutical Biochemistry	15.0	15.0	15.0
PHMY 618: Genomics, Pharmacogenomics, and Personalized Medicin	9.2	6.3	6.4
PHMY 621: Foundations of Medicinal Chemistry I	0.8	0.8	0.8
PHMY 722: Pathophysiology / Pharmacology I	1.7	1.7	10.8
Grand Total	26.7	23.8	33.1

KEY IMPROVEMENTS

Standardized Workload Dashboard:

- Initial creation of a visual dashboard displaying teaching load and committee service that can be updated at key points during throughout the academic year

Committee Service Classification System:

- Developed a preliminary intensity rating (low/medium/high) with chair designations to quantify service contributions equitably

Teaching Load Visualization:

- Created department and rank-based comparisons with three years of historical comparison of teaching load, highlighting coordinator roles and other key responsibilities

Integration of Multiple Data Sources:

- Consolidated existing data from syllabi and committee assignments into a single reference tool for chairs

Prospective Planning Tool:

- Transformed retrospective workload assessment into a forward-looking planning tool that chairs can use throughout the year

PROJECTED RESULTS

Before

❖ Workload assessment occurred once annually

❖ No standardized method to compare service intensity within the college

❖ Limited visibility into cross-departmental workload distribution patterns

After

✓ Intermittent dashboard updates allow for timely interventions and workload balancing

✓ Classification system enables equitable distribution of high-intensity service roles

✓ Increased visibility of load by department and rank with goal to potentially highlight any inequities

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NEXT STEPS

- Ongoing refinement of dashboard visualization
- Pilot with department chair for upcoming annual review cycle
- Addition of other data metrics in phase II
  - University service
  - Gamecock CARE advising
  - Facilitation and proctoring time
  - Student organization and class advisor service
  - Recruitment engagement

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REFLECTIONS

- Making the invisible visible reveals new opportunities

- Structure improvement methodology transforms ideas into sustainable solutions

- Effective improvement and change requires vision and process

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THANK YOU!

Brie Dunn

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