

Appendix B
Faculty Workload Policy
University Approved Committees

<u>COMMITTEE NAME</u>	<u>COMMITTEE TYPE</u>	<u>2022/2023 Meeting Frequency</u>	<u>2022/2023 Meeting Duration (in hours)</u>	<u>Workload Calculation: COMMITTEE MEMBER</u>	<u>Workload Calculation: COMMITTEE CHAIR</u>
Academic Management Partnership (AMP)	University Standing Com	11	1.5	0.5445	0.6534
Alpha Omega Alpha (AOA) Selection Committee	COM Awards	8	1	0.264	0.3168
American Association of Colleges of Pharmacy (AACP) Delegates	COP Accreditation	5	4	0.66	0.792
Basic and Translational Biomedicine (BTB) Advisory Committee	COGS Standing Com	3	1	0.099	0.1188
Biomedical Sciences (BMS) Program Committee	COGS Standing Com	3	1	0.099	0.1188
Certified Anesthesiologist Assistant (CAA) Advisory Committee (MMScA)	COGS Standing Com	3	1	0.099	0.1188
COGS Appointments and Promotions Committee	COGS Standing Com	3	1	0.099	0.1188
COGS Committee on Academic and Professional Progress (COGS CAPP)	COGS Standing Com	5	1.5	0.2475	0.297
COGS Program Director Meeting	COGS Standing Com	12	1	0.396	0.4752
COGS Staff Meeting	COGS Administration	45	1	1.485	1.782
COGS/COP CAPP Executive Review	COGS Standing Com	2	1	0.066	0.0792
COM Admissions Committee (Does not include file review time)	COM Standing Com	12	3	1.188	1.4256
COM Clinical Curriculum Subcommittee	COM Curriculum	12	2	0.792	0.9504
COM Committee on Academic and Professional Progress (COM CAPP)	COM Standing Com	14	4	1.848	2.2176
COM Committee on Academic and Professional Progress Executive Review	COM Standing Com	2	1	0.066	0.0792

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COM Continuous Quality Improvement Committee	COM Standing Com	12	1	0.396	0.4752
COM Curriculum Committee	COM Standing Com	12	2	0.792	0.9504
COM Curriculum Committee Leadership Team	COM Administration	12	1	0.396	0.4752
COM Curriculum Evaluation Subcommittee	COM Curriculum	12	1	0.396	0.4752
COM Dean's Advisory Group	COM Standing Com	12	2	0.792	0.9504
COM Faculty Forum	COM Standing Com	12	1	0.396	0.4752
COM Nominating and Membership Committee	COM Standing Com	1	2	0.066	0.0792
COM Non-tenure Track Faculty Appointments and Promotions Committee	COM Standing Com	7.5	1	0.2475	0.297
COM Pre-Clinical Curriculum Subcommittee	COM Curriculum	24	1.5	1.188	1.4256
COM Scholarship Day Planning Committee	COM Scholarship	12	1	0.396	0.4752
COM Task Forces/Working Groups of the Curriculum Committee or Subcommittees (see notes below)	COM Curriculum	10	1.5	0.495	0.594
Community Service Award Committee	Institutional Award	1	1	0.033	0.0396
COP Admissions Committee (Does not include file review time)	COP Standing Com	30	0.5	0.495	0.594
COP Best Practice for In-Course Assessment Subcommittee	COP	2	1	0.066	0.0792
COP Calculations Subcommittee	COP	2	2	0.132	0.1584

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COP Committee on Academic and Professional Progress (COP CAPP)	COP Standing Com	10	4	1.32	1.584
COP Curriculum Committee	COP Standing Com	12	2	0.792	0.9504
COP DEI-Admissions Subcommittee	COP	10	1	0.33	0.396
COP DEI-Curriculum Subcommittee	COP	10	1	0.33	0.396
COP DEI-Outcomes Assessment Subcommittee	COP	10	1	0.33	0.396
COP Diversity Equity and Inclusion Committee	COP Standing Com	10	1	0.33	0.396
COP Mentorship Committee	COP Student Support	12	1	0.396	0.4752
COP Non-tenure Track Appointment and Promotion Committee	COP Standing Com	5	2	0.33	0.396
COP Outcomes Assessment Committee	COP Standing Com	12	2	0.792	0.9504
COP Preceptor Advisory Steering Committee	COP Faculty	12	1	0.396	0.4752
COP Section Leads	COP Faculty	12	2	0.792	0.9504
COP Student and Faculty Awards Committee	COP Standing Com	4	2	0.264	0.3168
COP/COGS CAPP Executive Review	COP Standing Com	3	1	0.099	0.1188
Educational Resources and Software Advisory Committee (ERC)	Univ Resources	4	1.5	0.198	0.2376
Exceptional Employee Experience	Strategic Initiative Fund	6	1	0.198	0.2376
Exceptional Student Experience (Curriculum Team)	Strategic Plan	24	1	0.792	0.9504
Exceptional Student Experience (Services Committee)	Strategic Plan	7	1	0.231	0.2772

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Exceptional Student Experience (Steering Committee)	Strategic Plan	12	1	0.396	0.4752
Faculty Exceptional Experience Group (EEG)	University Faculty Council	6	1	0.198	0.2376
Foundations of Medicine (MFM) Advisory Committee	COGS Standing Com	3	1	0.099	0.1188
Global Health Innovation (GHI) Advisory Committee	COGS Standing Com	3	1	0.099	0.1188
Graduate Faculty Council	COGS Standing Com	12	1	0.396	0.4752
Honorary Degree Committee	Board of Trustees	1	1	0.033	0.0396
Institutional Animal Care and Use Committee	Institutional Compliance	10	2	0.66	0.792
Institutional Biosafety Committee	Institutional Compliance	4	1	0.132	0.1584
Institutional Hazardous Material & Laboratory Safety Committee	Institutional Compliance	1	1	0.033	0.0396
Institutional Review Board	Institutional Compliance	4	1	0.132	0.1584
Interprofessional Education Faculty Working Group	IPE	12	1	0.396	0.4752
Junior Faculty Award Committee	Institutional Award	1	1	0.033	0.0396
Leadership Advisory Committee (MLHSS)	COGS Standing Com	3	1	0.099	0.1188
Liebelt-Wheeler Award Committee	Institutional Award	1	1	0.033	0.0396
Mary Jane Kelly Award Committee	Institutional Award	1	1	0.033	0.0396
Master of Public Health (MPH) Admissions Committee	COGS MPH Program	4	2	0.264	0.3168

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Master of Public Health (MPH) Curriculum Committee	COGS MPH Program	3	1.25	0.12375	0.1485
Master of Public Health (MPH) Faculty Appointments and Development Committee	COGS MPH Program	1	1	0.033	0.0396
Master of Public Health (MPH) Fiscal Issues Committee	COG MPH Program	1	1	0.033	0.0396
Master of Public Health (MPH) Governing Council	COG MPH Program	3	1.5	0.1485	0.1782
Master of Public Health (MPH) Office of Public Health Practice	COG MPH Program	2	1.5	0.099	0.1188
Master of Public Health (MPH) Program Coordinating Council	COG MPH Program	12	1	0.396	0.4752
Medical Ethics and Humanities (MEH) Advisory Committee	COGS Standing Com	3	1	0.099	0.1188
NEOMED CARE Team	Public Safety/Mental Health	12	1	0.396	0.4752
NEOMED Student Council	Student Services	12	3	1.188	1.4256
Olson-Blair Award Committee	Institutional Award	1	0.5	0.0165	0.0198
Outstanding Faculty Research Award Committee	Institutional Award	1	1	0.033	0.0396
Pharmaceutical Sciences Search Committee	COP Recruitment	5	1.5	0.2475	0.297
Pharmacy Executive Committee	COP Standing Com	25	1	0.825	0.99
Pharmacy Practice Scholarship Committee	COP Scholarship	12	1	0.396	0.4752
Pharmacy Practice Search	COP Recruitment	12	1	0.396	0.4752

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Pharmacy Skills Assessment	COP Clinical Skills	12	2	0.792	0.9504
RADAR Report	Student Services	12	1	0.396	0.4752
Radiation and Laser Safety Committee	Institutional Compliance	4	1	0.132	0.1584
SOAR LLC Board of Directors	SOAR	4	1	0.132	0.1584
Strategic Interprofessional Education Advisory Coalition	IPE	4	1	0.132	0.1584
Student Conduct Hearing Board	Student Services	9	1	0.297	0.3564
Student Curriculum Council (Medicine)	COM Student Committee	9	2	0.594	0.7128
Student Curriculum Council (Pharmacy)	COP Student Committee	9	1	0.297	0.3564
Student-Run Free Clinic (SOAR)	SOAR	9	1	0.297	0.3564
Tenure Advisory Committee	Faculty	3	2	0.198	0.2376
University Bylaws Committee	Univ Standing Com	5	1	0.165	0.198
University Curriculum Quality Collaborative	Strategic Plan	4	2	0.264	0.3168
University Diversity Council	Univ Standing Com	4	1	0.132	0.1584
University Faculty Council (UFC)	Univ Standing Com	12	1.5	0.594	0.7128
University Faculty Council Task Forces (see notes below)	University Faculty Council	2	1	0.066	0.0792
University Mental Health Committee	Univ Standing Com	12	1	0.396	0.4752
University Nominating and Membership Committee	Univ Standing Com	4	1	0.132	0.1584
University Research Council	Univ Standing Com	5	1	0.165	0.198
University Scholarship and Awards Committee	Univ Standing Com	5	2	0.33	0.396

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University Strategic Plan Lead Team	Strategic Plan	24	2	1.584	1.9008
University Strategic Plan Pillar Lead Meetings	Strategic Plan	12	1	0.396	0.4752
University Student Accessibility Services Committee	Univ Standing Com	4	2	0.264	0.3168
University Tenure and Promotions Committee	Univ Standing Com	3.5	2	0.231	0.2772

Notes:

- 1) Current co-chairs of a committee may use the same service calculation as that for chairs.
- 2) Task Forces of the University Faculty Council must be chartered and approved by the Provost.
- 3) College task forces or ad hoc committees must be approved by the Dean.
- 4) College committees that have meetings outside the normal schedule must be approved by the Dean.
- 5) Committees not appearing should be recommended to the Provost for approval.