

1. Presentation Title: Factors Used to Determine the Teaching Load for Chairs in Public Community Colleges

2. Presenter Information:

Dr. Mandel G. Samuels

Mandel is a Clinical Assistant Professor in the College of Education and Health Professions at the University of Arkansas. He is the Program Coordinator for the Human Resource and Workforce Development (HRWD) undergraduate degree program. Prior to entering higher education, Mandel held various management positions with Fortune 500 companies such as Disney and JCPenney and also held an administrative position with the Dallas Independent School District (DISD). While at Disney he worked with upper management to create a crew chief training program. After entering higher education Mandel identified the chair position as a key entry point into community colleges. Due to this interest, Mandel chose to complete a national study on the factors used to determine the teaching load for chairs in public community colleges.

Dr. James O. Hammons

While at Penn State, Jim Hammons completed the first national study of community college chairperson professional development needs. After becoming Chair of the Higher Education Leadership Program at the University of Arkansas, he began conducting campus, district, state, and regional workshops for community college chairs, writing articles about chairs, chairing dissertations about chairs, and making presentations about chairs at national meetings. Now Professor Emeritus at the University of Arkansas he has continued his work about chairs by working with Mandel to update this study of chairperson workload.

3. Disciplines: Community College Administration

4. Presentation Theme: Challenges in higher education

5. Presentation Type: Best practice presentation (45 minutes)

6. Abstract: After a 10 minute presentation of a recently completed national study of the practices used by public community colleges to determine chair teaching load, attendees will be provided a framework and procedure for determining chair teaching load on their campus, and will then engage in a spirited but structured discussion of the factors to be considered and a process for assigning weights to each.

7. Keywords: community college, chairperson, workload, factors, weights.

8. Presentation Documents:

For over 20 years the senior presenter began his chair workshops by using the nominal group process to develop a rank ordered list of the five greatest problems preventing their functioning more effectively. Not having enough time was always one of the five. This resulted in a national study of chairperson load in 1982.

We just finished another national study of the factors and processes used by community colleges in determining chair teaching load. In this session we quickly (10 minutes) share our findings. We then turn to a structured discussion of the strengths and weaknesses of what happens on attendees' campuses. This is followed by a demonstration of a process participants can use to develop a workload formula that will ensure that chairs are treated fairly when teaching workloads are assigned and that ensures that chairs have enough reassigned time from teaching so that their teaching –and health do not suffer.

Everyone who attends will leave with a workable framework to use in determining chair teaching load and a usable procedure to follow in developing a plan for their campus. Handouts will eliminate the need for most note-taking.