



# MEREDITH HERALD

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We attract bright, talented, ambitious students. Naturally, we're a women's college.

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## Study offers chance to understand workload

□ **The Faculty Affairs Committee initiates faculty work load study.**

KRISTEN BOSTEDO  
Staff Reporter

The Faculty Affairs Committee is conducting a study this semester on how exactly the professors at Meredith spend the majority of their school related time. Michael Novak, head of the history and politics department at Meredith, is heading the study for the committee.

Although participation in this study is voluntary, all faculty have chosen to take part. This Faculty Work Load Study lasted 10 weeks. The first step in the study was asking all faculty to fill out a survey requesting information on their work loads. The surveys were then sorted into categories of faculty: new faculty, faculty in lab or studio classes, and faculty directing departments or programs and others.

The second step was asking all full-time faculty to track

two full weeks with a daily time log that would show how their time was spent. The log was divided into four sections of faculty duties.

The first, teaching, includes class time, class preparation and grading. The second, professional development, identifies time professors spend on attending professional workshops, conducting research and taking part in other enhanced development within their fields of study.

The third category was non-teaching academic duties, which are responsibilities the professor has within the school or department. These include, but are not limited to, committees for the administration of departments or programs and departmental meetings or work.

Finally, there is a column called "time with students." This column is used to record the time faculty spend in conferences, advising or being involved with campus events where they can interact with all students.

To ensure accuracy, the two weeks that each faculty member tracks are not consecutive and are chosen at random. There is no set schedule and the professor is notified directly prior to the week he or she should track.

After the professor has tracked the first week, he or she is asked to tally the hours and turn them into the Faculty Affairs Committee. The procedure is then followed again for the second week that he or she is requested to track.

At the end of the study, all full-time faculty will be asked to reflect on their individual time logs and make suggestions about what would have helped them the most.

Once all of the logs have been received, the Faculty Affairs Committee has the task of processing the information to decide how the majority of professors' time is actually spent. Rhonda Zingraff of the sociology department will oversee this part of the study. A few faculty have volunteered to track the entire 10 weeks in

their work logs. With this type of information compared to the statistical representation, accuracy is almost assured.

Although many opinions exist about where the faculty spend their hours, there has never actually been a systematic study of how time is spent. The Faculty Work Load Study is a way to measure and come up with systematic evidence.

Novak feels that it is an excellent time for a study of this nature to take place. On one hand, the Initiative 2000 Strategic Plan calls for new partnerships in learning between faculty and students. Consequently, the opportunity for more partnerships within all of the Meredith community exist with a new president taking office this summer.

Said Novak, "I am optimistic that the study will give us rigorous and meaningful answers to the question of where our time currently goes and what sort of changes will make it possible to be better teachers and advisors."

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## Trustees approve new \$27.8 million budget

□ **More spending will mean a hike in tuition, room and board.**

PRESS RELEASE  
Office of Marketing & Communications

During their semi-annual meeting on Feb. 26, Meredith's Board of Trustees approved a 6.46% increase in the College operating budget for the 1999-2000 fiscal year. The budget includes a 5% increase in tuition, room and board (\$450 increase in tuition; \$200 increase in room and board) for full-time students and a \$15 per credit hour increase in tuition for part-time students, still keeping Meredith among the least costly private colleges in the state. The tuition increase plus a slight increase in student enrollment contribute to the approved increase in budget, according to Charles Taylor,

executive vice president.

Over 60% of Meredith's operating budget for 1999-2000 will be expended for salary and benefits of the College's faculty and staff. This budget includes an increase in compensation for continuing employees. Except for some specific program enhancements, non-personnel departmental expenses are capped at 2.5% of current budgeted amounts.

According to Taylor, the following 14 new initiatives and enhancements were approved for the 1999-2000 operating budget:

- Increase in adjunct teaching sections to support the final phase of the exercise and sports science major.
- Funds to distribute the new promotional video to prospective students.
- Staff support for the cam-

pus-wide information system project.

● Combining seven adjunct teaching sections to create one new full-time position in interior design.

● Combining five adjunct teaching sections to create one new full-time position in social work.

● Fund 22 credit hours of instruction by adjunct professors in child development and provide additional supplies for the B-K certificate program.

● Increased clerical support for the teacher licensure program in the Department of Education.

● Fund a part-time recruiter for the graduate school, a position which was temporarily funded for 1998-99.

● Fund a contract with an outside company to conduct a phonathon directed toward alumnae who have never given

to the College.

● Funding for a special promotional program to encourage young alumnae to become consistent givers to Meredith.

● Fund a summer stipend for the human environmental sciences department head's work with the graduate program in nutrition.

● Fund a half-time position for an assistant to the College controller.

● Funding to continue an expanded search mailing, which was started in the 1998-99 year with program development funds.

● Funding for a disabilities coordinator to serve students with physical and learning disabilities.

In addition to approving the operating budget, the trustees also approved several capital

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