

HOW UNIVERSITY FACULTIES USE THEIR TIME

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A study of efficiency in all fields of endeavor involves the proper use of time and effort. This applies to industries, to manual labor of all kinds and to the work of the professions. It involves the use of time by teachers in elementary schools and high schools and by instructors in institutions of higher learning.

Recent studies as to how instructors in colleges use their time have shown that the activities of faculty members may be classified under four headings; namely, (1) instruction, (2) administration, (3) research and publication, (4) public service. These studies also have shown that for one university, namely, the University of Texas, the total hours per week of official duties of faculty members were as follows: Professors, 50.5 hours per week; associate professors, 50.5 hours; assistant professors, 53.5; instructors, 49 hours. These hours include all the work done under the headings of instruction, administration, research and publication, and public service. When the number of hours given to instruction, which include the hours in the classroom and the time devoted to preparation of lectures, grading papers, making reports, and holding conferences, are combined, it was found that professors gave 33 hours a week to these instructional duties; associate professors 37.5; assistant professors 39.4; and instructors 39.4. In other words professors gave 65 per cent of their total time to instructional duties, associate professors 74 per cent; assistant professors 74 per cent; and instructors 80 per cent. The total amount of time given to other duties than instruction was as follows: Professors, 17.5; associate professors, 13; assistant professors, 13.9; instructors, 9.6. In other words professors gave 34 per cent of their total time to duties other than instruction; associate professors 25 per cent; assistant professors 26 per cent; and instructors 20 per cent.

An idea as to what these other duties are that members of university faculties perform may be secured from publications of the University of Oklahoma between the years of May 1927 and May 1931. These publications set forth the research work, the publications and the papers and articles written by members of the faculty of the University of Oklahoma. A summary of this work shows that in the four year period mentioned, 38 complete books were published by this faculty, 49 monographs, bulletins or theses were printed, 242 papers and articles from the pens of this faculty appeared in periodicals or journals, 164 book reviews and criticisms were written, and 42 members of the faculty contributed of their time in editorial work in the production of books. These figures give briefly an idea of what some of the duties under the heading of research and publication of the university faculty are.

A further comparative study of the weekly teaching load at the University of Texas and the University of Oklahoma for the school year 1930-31 showed that the faculty of the University of Oklahoma had for that year a considerably heavier teaching schedule than the faculty of the University of Texas.