

Imperial's School of Public Health (SPH) Workload Allocation Model (WAM) Tariffs

Table 1: Tariffs (equivalent yearly hours) allocated to SPH education roles

Role	Tariff (in yearly hours)
Department-Senior Tutor (PGT)	925 for combined role
Department-Senior Tutor (PGR)	
Department-Director of Education	600
Department-Director of PG Studies (PGR)	300
Department-Director of PG Studies (PGT)	450
Department Disability Officer	300
Programme Director/Organiser*	300 / 1000
Admissions Lead (PGT)	160
Department-Section Representative (PGR) - Dept Coordinator	60
Module lead**	50 (5 ECTs modules) 60 (10 ECTs modules)
Academic Skills Lead (PGT)	60 (as for 10ECTS module)
Academic Support Group Lead (PGT)	25
Programme-Chair of the Board of Examiners	25
Master's project supervision	30

Table 2: Tariffs (hours) allocated to SPH education activities

Activity	Tariff
Contact hours (Lectures, practicals etc.)	Contact hours x3 (to account for preparation time)*
Admissions	45 minutes x number of candidates assessed
Marking	Variable depending on the type of assessment marked: - 1 hour per 1,500-word paper - 1 hour per sit-in exam - 4 hour per dissertation - Contact hours for presentations

* At the moment we do not differentiate among those, e.g. creation of new courses vs delivering a lecture already given in the previous year. Future work should explore how to fairly recognise those differences.

Table 3: Tariffs for contribution to Institutional roles

		Tariff (in %FTE)	Tariff (in yearly hours)
SPH Committees			
People and Culture	Chair	15	231
People and Culture	Working Group Lead	5	77
People and Culture	Member	3	46
Research Committee	Chair	15	231
Research Committee	Member	5	77
Education Committee	Chair (Excluding Director of Teaching as this is part of role remit)	15	231
Education Committee	Member (If not included in role)	5	77
Health & Safety	Chair	10	154
Health & Safety	Member	3	46
Information Governance	Chair	5	77
Information Governance	Member	3	46
Faculty Committees			
Ref Committee	Chair	5	77
Ref Committee	Member	2	31
FoM AI Group	Member	1	15
College Committees			
Imperial College Research Ethics Committee (ICREC)		6	92
Race Equality Committee Self Assessment Team		1.5	23
College wide Student Disciplinary Committee		0.6	9
SPH Administrative Roles			
Director		50	770
Division Heads (with 4+ professors)		15	231
Enterprise Champion		9	139
Department Seminar Organiser		5	77
Sustainability Champion		3	46
First Aider		1	15
Mental Health First Aide		1	15
Fire Wardens		1	15