II.B. Faculty Workload

Drafted March 2019

1. Full-time, professional track faculty are required to teach the equivalent of 15 workload hours per long semester. With permission of the Dean, adding the hours to 30 over the course of the fall and spring terms may be allowed, when necessary, to balance needs of the department.

2. Faculty may be assigned non-instructional workload credit by the Dean in consultation with the Associate Dean. Instances of these reassignments include those for administrative assignments, such as for First-Year Seminar Coordinator or Honors Coordinator, and advising roles.

3. Overloads are paid at the adjunct rate and only if the overload results from teaching assignments. The option to take overload pay may be unavailable to some faculty due to some external granting agencies prohibiting working over 100% for the year in which the faculty member is being evaluated.

4. **Workload Credits.** University College faculty members are awarded workload credits for 3- and 4-hour lectures according to University Procedure 12.03.99.C1.01 (“Assignment of Faculty Workload Credit”).

   a. Faculty members who teach seminars or courses linked as part of learning communities will be assigned workload credits as follows:

      i. University College 1-credit seminars designated as lectures that meet for two hours per week count as 2 faculty workload credits each.

      ii. Faculty who teach in learning communities receive one (1) workload credit per course section taught in a learning community as outlined in Section 3.1.4 (“Learning Community Courses”) of University Procedure 12.03.99.C1.01 (“Assignment of Faculty Workload Credit”).

   b. There are currently no classes in University College that qualify for large lecture class workload credits.

   c. Because there are no graduate-level courses in University College, faculty are not eligible to receive workload credit for master’s thesis or doctoral dissertation instruction.