

## **IU-BASED TEACHING LOAD POLICY**

This policy supplements existing departmental practices regarding teaching loads. It was discussed and approved in a faculty meeting on March 8, 2012. The policy is in effect beginning with the 2012-2013 Academic Year.

### Goals of the new policy:

- to create incentives for faculty to teach and develop large enrollment courses and facilitate our process of assigning and scheduling teaching;
- to establish an equitable and transparent mechanism for course release that will increase research and grant productivity of faculty members;
- to increase the engagement of tenured and tenure-track faculty with undergraduate students and reduce our reliance on adjunct and ABD instructors;
- to improve the quality of our undergraduate and graduate instruction in large and small class formats;
- to enable better planning and coordination of advanced undergraduate and graduate course sequences in our curriculum;
- to better align department planning strategies with measurements used by the College of Liberal Arts and Sciences to allocate departmental resources

### The IU-based teaching load policy:

- Standard faculty teaching load is 2/2
- This should be a mix of lower-level and upper-level undergraduate courses and graduate-level courses, consistent with department needs.
- Annual faculty teaching should include "service" courses, defined as courses fulfilling requirements for our undergraduate majors or graduate programs, as well as courses fulfilling General Education requirements at the College and Campus levels.
- Faculty whose teaching for a given academic year include courses whose total enrollments exceed 900 Instruction Units (IUs) --e.g., 300 students enrolled at 3 credit hours/student-- are eligible to plan, in consultation with the Head, for a one course reduction in their teaching load.
- With the approval of the Head, and subject to department scheduling needs, that course reduction can be taken in the spring semester of the year in which the 900 IU level is reached, or in the fall or spring of the following academic year.
- The course release is not a release from service or advising responsibilities.
- Faculty with reduced teaching loads can reckon their IU target according to the percentage of a full course load that they teach (i.e., someone teaching 2 courses per year for Anthropology would have a target of 450 IUs). However, the course releases accrue at a rate of 1 released course for every set of 4 courses taught. So, a faculty member teaching a 50% course load for Anthropology would be eligible for a course release under this arrangement once every two years of teaching.
- Faculty requesting a course release as part of this policy must prepare a work plan detailing a set of goals for the semester in which they will have a one course teaching release. Possible components of a work plan include: preparing a major grant application, completing a stage of research, completing a journal article for submission, mentoring a graduate student to the completion of a dissertation, etc. These should be measurable goals, and faculty should include proposed work plans and report on their outcomes as part of their annual reports submitted to the Head.
- Faculty teaching extremely high enrolling courses, or those developing annual teaching plans that repeatedly exceed the IU target, may arrange for an additional course release.