

On September 22, 2011, the Faculty Senate charged the Faculty Handbook with the following:

Clarify the paragraph in Chapter 3 on page 3-8:

The normal teaching load for twelve month faculty may vary from thirty (30) to thirty-six (36) credit hours per annum, depending upon departmental teaching needs. The normal teaching load for nine-month faculty is twenty-four (24) credit hours per nine-month period. The teaching load may be distributed across the academic year, summer sessions, and intercessions in a manner that best meets the teaching needs of the department while taking into account the timing of scholarly and service commitments.

In the past some 9-month faculty taught 27 credit hours per academic year. Must departments and colleges now be held to the 24 hour limit, or may they choose to continue with the 27 hour limit? How might a department or college request the 27 hour limit?

## RESPONSE

This paragraph from Chapter Three refers to only one type of appointment, the Non-Tenure-Track, Multi-year Appointment. These appointments were offered to a limited number of new hires after May of 2003 and have not been offered in recent years. Currently, there is one faculty member still in one of these positions, and this faculty member's teaching load is consistent with the policy.

In Chapter Four Faculty Responsibilities, teaching assignments are defined for full-time faculty without administrative duties (p. 42) as follows:

### **Teaching Assignments**

A normal undergraduate teaching load for a full-time faculty member without administrative duties is twelve credit hours per semester or its equivalent. Where departments or programs find it appropriate and with approval by the provost, the undergraduate teaching load for a full-time, nontenure-track faculty member without administrative duties may be increased to a maximum of 27 credit hours or its equivalent per academic year. Six credit hours or its equivalent is a normal teaching assignment during a five-week summer term. Adjustments in load may be made on the basis of the following factors:

- A.** Administrative duties
- B.** Director of student co-curricular activities
- C.** Reassigned time for research and professional growth activities or special assigned duties
- D.** Graduate teaching assignment

The Faculty Handbook does not give procedures for requesting that a full-time, nontenure-track faculty member's load be increased to 27 hours.