UNIVERSITY OF CENTRAL ARKANSAS FACULTY HANDBOOK

Approved by the UCA Board of Trustees May 15, 2015

CHAPTER FOUR: FACULTY RESPONSIBILITIES AND OPPORTUNITIES

(Pages 49-50)

II. Teaching Assignments

A standard 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, non-tenure-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 standard teaching assignment during a five-week summer term.

Adjustments in load may be made on the basis of the following factors:

A. Reassigned time for administrative

B. Reassigned time for research, creative activity, and professional growth or special assigned duties

C. Graduate teaching assignment

A report of reassigned time is required from each department chair during the fall and spring semesters for Institutional Research reporting