

INSTRUCTIONAL OVERLOAD GUIDELINES

Research-active faculty will only be provided overload for teaching courses within the college if teaching beyond nine credit-hours equivalent of regular courses in a semester. Faculty that are not research active will only be provided overload for teaching courses within the college if they are teaching 9 credit-hours equivalent of regular courses in a semester. In an effort to ensure quality instruction, no faculty should be assigned more than 6 credit-hours of overload teaching in a semester. Exceptions may be made for circumstances in which a course must be taught but there is no other instructor or adjunct available.

Assignment of overloads to faculty may consider evaluations of teaching effectiveness. Chairs/Directors may use a lack of sustained excellence in teaching effectiveness as a reason to disprefer a faculty member for assignment of overloads.

It is expected that each department/school shall have course buy-out policies for research active faculty.