

# DRAFT FOR CONSIDERATION AND DISCUSSION PURPOSES ONLY

## Proposed ASU Jonesboro Policy

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**Effective Date: Pending**

**Subject: ASU-Jonesboro Proposed Policy Regarding Teaching Overloads**

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### **1. Purpose**

The purpose of this proposal is to bring consistency to the faculty handbook within the Faculty Workload [III.b.] section. The Teaching Load section [III.b.1.] states that a normal teaching load is 12 hours per semester while the subsequent Teaching Overloads section [III.b.2.] states that an overload occurs when a faculty member is assigned a teaching load of more than fifteen credit hours per semester. This proposal would change the “fifteen credit hours” currently within the Teaching Overloads section to “twelve credit hours” for consistency under the Faculty Workload section of the Faculty Handbook.

### **2. Submitted by the ASU Jonesboro Faculty Handbook Committee**

### **3. Background**

In 2012 the Faculty Senate created a committee to examine faculty workload and extra compensation. Within the research phase the committee discovered this inconsistency.

### **4. CURRENT POLICY - Arkansas State University Jonesboro Teaching Load [III.b.1.]**

Teaching load of the faculty is normally twelve hours per semester. Faculty work load also includes research, creative activity, and service. When financial or other circumstances allow, a reassignment of teaching load may be approved by the chair of

the department, program director, and/or dean of the college. A primary purpose of such reassignment is to support research and creative activities, but reassignment also may be granted to allow extra time for graduate teaching; department, college, and university committee service; supervision of theses, independent study, and practicum/internships; team teaching; new technology assisted course development; student advisement; program director/coordinator assignments; and other professional duties. To meet specific professional accreditation requirements, a program, department, or college may be authorized to develop exceptions to the normal teaching-load policy. Tenured faculty may also elect, in negotiation with their program director, department chair or dean, to teach additional courses in lieu of research, creative activity, or service.

**CURRENT POLICY - Arkansas State University Jonesboro Teaching Overloads [III.b.2.]**

**On-campus Overloads:**

Occasionally, because of scheduling conflicts or unexpected extended faculty vacancies, overload teaching assignments may become necessary. An overload teaching assignment occurs only when a faculty member is assigned a teaching load of more than fifteen credit hours per semester, or when a chair is assigned a teaching load of more than nine hours per semester, or when a dean is assigned a teaching load of more than six credit hours per semester. When an overload teaching assignment occurs, arrangements should be made by the department chair or dean to provide for extra compensation (according to the Extra Compensation Policy), reassignment time at a future time or other compensation, as appropriate. Care should be taken to limit overload teaching, particularly for pre-tenure faculty.

**5. RECOMMENDED CHANGE - Arkansas State University Jonesboro Teaching Overloads [III.b.2.]**

Changing fifteen to twelve within section [III.b.2.]

Deletes in **RED**

Additions in **GREEN**

**On-campus Overloads:**

Occasionally, because of scheduling conflicts or unexpected extended faculty vacancies, overload teaching assignments may become necessary. An overload teaching assignment occurs only when a faculty member is assigned a teaching load of more than ~~fifteen~~ **twelve** credit hours per semester, or when a chair is assigned a teaching load of more than nine hours per semester, or when a dean is assigned a teaching load of more than six credit hours per semester.