

Credits for Activities Other than Direct Teaching

Credit hours are to be subtracted from 18. Under this policy nobody will have a teaching load that is less than total of 15¹ credit hours of regularly scheduled classes during the Fall and Spring semesters. The “counter” starts in the Fall 2006.

1. Supervision of Senior Projects

Three Senior Projects defended successfully on the first try over three consecutive terms (including summer) merits a two-hour course credit.

2. Direction of Masters Theses and/or Projects

Three Masters theses and/or projects defended successfully over two consecutive years merits a two-hour course credit.

3. Graduate Program Director

The Graduate Program Director gets a two-hour course credit per academic year during his/her term.

The credit earned under points 1 or 2 can be used only once every three years and must be used within two years from the time it is collected. The faculty member may request the first year or the second year however the final decision will be made by the chairperson of the department based on the departmental budget and scheduling needs.

That policy should be periodically reviewed and is in each case subject to dean's approval of the budget.

¹ A person may have a teaching load lower than 5 courses if he/she is entitled to additional release time under different polices such as administrative or service appointments, release time due to an approved research grant, sabbatical or partial sabbatical, release time accumulated based on independent study courses taught or student-teacher supervision.