

Credit for Reading Courses
Passed October 7, 2005

Faculty members are eligible for time release for teaching graduate reading courses (independent study) subject to the following rules:

1. A request for an independent study must be accompanied by a comprehensive study plan approved by the student's advisor. The request must be approved by the Graduate Committee, the Policy Committee, and the chair of the department; the approval will not be given if the students can take the same or similar course on a regular basis.
2. The instructor will receive a 1/3 course release time for the first student in a given reading course in a given semester.
3. The instructor will receive a 1/6 course release for each additional student in the same course during the same semester.
4. The release time shall expire after 5 years if not used.
5. The instructor shall use the course release within one year from the time he/she collects 1 unit.

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