

Departmental Policy on Teaching Assignment and percentage of affords

1. Scheduled Courses: 1 hour for each contact hour
 plus 1 hour if the course has a scheduled computer lab
 plus 1 hour if the course has a scheduled recitation section for which supervision of a
 TA is necessary
 plus 1 hour if the enrollment cap is above 50
 plus 1 additional hour if the enrollment cap is above 70
2. Supervising TAs who teach their own sections of a course: 0.5 for each TA supervised
3. Student Teaching Supervision: 2/3 credit hour for each student supervised
4. Readings Courses: 1/4 the number of SCH's with a max of 2 equivalent credit hours
5. Research Papers and Theses: 1/2 the number of credit hours for which the student is enrolled
6. Senior Assignment: 1 hour for each student who finishes a senior assignment
7. Second section of the same course: Minus 1
8. Graduate Program Director: 2 hours

| <u>Equivalent Hours</u> | <u>Maximum % TEACHING ASSIGNMENT</u> |
|-------------------------|--|
| <=12 | Negotiation with chair & dean |
| 13 | 50 |
| 14 | 52 |
| 15 | 54 |
| 16 | 56 |
| 17 | 58 |
| 18 | 60 |
| 19 | 62 |
| 20 | 64 |
| 21 | 66 |
| 22 | 68 |
| 23 | 70 |
| 24 | 72 |
| 25 | 74 |
| 26 | 76 |
| 27 | 78 |
| 28 | 80 |
| >=29 | <u>Negotiation with chair and dean</u> |