**Procedure for Faculty Course Release and Overload Procedure**

**Procedure Title:** Faculty Course Release and Overload

**Department Responsible:** College of Education

**Contact Person and Title:** Department Head

**Procedure:** The procedure outlines teaching responsibilities if a faculty member has been granted a course overload.

Faculty members who have been granted a course release should only be permitted to teach overload courses under conditions that speak to a critical College mission or purpose. This

could include coursework that assists with on-time graduation rates, coursework that ensures

curriculum rotational integrity, coursework that only certain professors are qualified to teach,

coursework for which there is not an appropriate curricular substitute, or some combination of

the above. Such overloads require prior approval by the Dean.

**What Policy is Connected?** UA Faculty Handbook (Chapter 3)

**Scope:** College of Education Faculty