

Procedure for Faculty Course Release, Allocation, and Overload Procedure

Procedure Title: Faculty Course Release, Allocation, and Overload

Department Responsible: College of Education

Contact Person and Title: Department Chair

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

When course releases are given, they must reflect the normed effort allocation of the faculty member in relation to the course release reality. In other words, when faculty members are granted a course release, their FTE effort allocation should indicate less teaching and a commensurate increase in some other function or purpose. In this way, the faculty member is held accountable for the performance of all in-load effort allocation in appropriate proportions. If a course overload is granted, the base full-time FTE effort allocation does not change, as the work is considered to be off load and not part of the normed effort allocation.

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

Scope: College of Education Faculty