

UAM OPERATING PROCEDURE 420.1

Re: Teaching Load for Faculty

August 1, 1981

Revised: February 3, 2009

Revised: July 1, 2011

The minimum course load for full-time faculty at the assistant professor level or above is 12 semester credit hours. The minimum course load for faculty at the instructor level is 15 semester credit hours. For faculty teaching non-dual listed graduate level courses, a 1.33 multiplier will be used to determine graduate faculty course load, i.e. a 3-hour graduate level course will be considered 4 hours ($3 \times 1.33 = 4.00$). For dual-listed courses, no multiplier will be used. The course load for faculty teaching both undergraduate and graduate level courses in the same semester will be determined on an individual basis. Faculty course loads are normally assigned based on course coverage need and faculty research/scholarship and service productivity. Multi-interdisciplinary teaching assignments or other University duties may be assigned as a portion of the 15 hour course load. Such assignments must be recommended by the unit head and approved by the Vice Chancellor for Academic Affairs.