WHEREAS, UIS faculty in the Center for Teaching and Learning and Applied Study Office expressed concern about issues concerning standardization of work schedules and overload compensation; and

WHEREAS, Article 9, Sections 3 E, F, G in the UIS Faculty Handbook outline work schedules that are inconsistent with campus practice (37 ½ hour week); and

WHEREAS, Article 9, Section 3I provides for overload pay that for many faculty may be less than part-time pay;

THEREFORE, BE IT RESOLVED THAT the following changes to Article 9, Section 3 E, F, G and I be approved:

D.

E. Faculty members in the Center for Teaching and Learning (CTL) teach and advise students in a variety of formal and informal contexts. CTL faculty appointed full-time in the CTL shall work an average of thirty-seven and one-half (37 ½) hours per week or a 12 contact hour workload, according to a schedule approved by the
CTL staff and forwarded to the appropriate Dean for approval. A faculty member appointed full-time in the CTL may teach university courses as approved with an appropriate adjustment in her/his regular workload. Teaching workload for joint appointed faculty in the CTL shall be determined at the time of joint appointment. If a faculty member teaches a course which results in an overload, it must be handled according to the provisions of Section 3.I. of this Article.

F. The classroom teaching load for faculty members in the Applied Study (AST) and Experiential Learning Department or Program shall be not more than one (1) section of AST seminar each semester. Faculty members in the AST Department or Program shall work an average of thirty-seven and one-half (37 ½) hours per week, or a 12 contact hour workload, according to a schedule approved by the AST Department or Program and forwarded to the dean for approval. If a faculty member teaches more than one (1) AST seminar it constitutes an overload, and must be handled according to the provisions of Section 3.I. of this Article.

G. Library faculty members shall work an average of thirty-seven and one-half (37 ½) hours per week, according to a schedule approved by the Library faculty and forwarded to the University Librarian and Dean of Library Instructional Services for approval. Library faculty may teach university courses as approved with the appropriate adjustment in their regular workload. If Library faculty members teach a course which results in an overload, it must be handled according to the provisions of Section 3.I. of this Article.

H. Team-teaching of a single course by two (2) or more faculty members is recognized as an important way to enhance teaching and learning. For the
purposes of this Policy, team-teaching is defined as extensive classroom interaction of the participating faculty members throughout the entire semester. This provision does not apply to classes in which professors meet alternately with the class or to instances where professors deliver occasional guest lectures. Workload credit for each faculty member teaching a team-taught course will be granted according to the current guidelines (see Appendix 3). Workload credit for team-taught courses will be approved as part of the workload plan for each faculty member in accordance with this section of this article.

I. Up to four (4) credit hours beyond the teaching workload (12 workload hours) may be taught by a faculty member during an academic year upon the condition that: 1) the overload will reduce the instructional load proportionately for the following semester or academic year, or 2) that the instructor will be paid overload at the rate specified in this Policy. The manner in which overload is covered will be determined in advance by the Campus Administration and the faculty member concerned. In exceptional circumstances, faculty members who petition and receive approval by the Department or Program and Dean may teach more than one (1) overload course during an academic year. Overload compensation for a four (4) credit course overload shall be at least one half (1/2) of the faculty member’s regular monthly salary and half that amount for a two (2) credit course overload or comparable department level part-time pay, whichever is greater.