

## **Dance Department Workload Policy**

Approved – February 19, 2009

### **INTRODUCTION:**

Workload in the Dance Department is consistent with the College of Arts and Architecture (COAA) and University policies: 4 courses is equivalent to 12 hours per semester, that may be comprised of lecture and studio teaching, creative and/or scholarly research, advising, committee assignments and/or administrative duties. The goal of the workload policy is to distribute and, as fairly as possible equalize responsibilities among the faculty in ways that accomplish the Department's teaching, research and service missions. Decisions about workload are the responsibility of the Chair, in consultation with the individual faculty member, subject ultimately to the authority of the Dean of the COAA.

Tenure track and tenured faculty are expected to perform effectively in all three traditional areas of academic responsibility: teaching, creative and /or scholarly research, and service (See COAA and Department of Dance RPT documents.)

### **TEACHING:**

The normal instructional load for tenured faculty is normally 5 courses (3/2) per year. Exceptions include the Chair whose load is 1/1; choreographers who teach performance practicum whose load is 2/2 that includes one production each year; and teachers of large enrollment classes (2100 or more) whose load is 2/2 or one large enrollment course plus an additional course. Tenured faculty members have the opportunity to negotiate with the Chair differentiated loads such as a 3/3 with heavy service and no research expectation or 1/1 with significant research.

The normal instruction load for tenure track faculty is normally 6 courses (3/3) per year.

The instructional load for lecturers is 8 courses per year (4/4), comprised of teaching assignments and/or design/production responsibilities. Lecturers are expected to teach effectively and /or satisfy design/production responsibilities as well as participate in Department service as appropriate.

In the fall of each academic year, the Chair will request information from faculty regarding course preferences (including small and large enrollment classes), anticipated production responsibilities, creative and/or scholarly research grant proposals awards, fellowships, visiting appointments elsewhere, new course preparation and other professional activities, such as specific service responsibilities as noted below that may influence the calculation of load. The Chair will then propose individual workloads for the following academic year. Ultimately, the needs of the Department's academic programs take priority in assigning workloads.

### **SERVICE:**

University service is an important part of academic life. Faculty members are strongly encouraged to place their names in nomination for University committees and to accept appointments and requests for service as part of being a good University citizen. Likewise, service to the community and profession contribute to the individual academic profile.

Service entails student advising for all faculty and specific committee, representative, liaison, etc., assignments. Service obligations are negotiated with the Chair and distributed in April for the following academic year.

Normative service loads are as follows:

Two Department-level and one College-level service obligations per year are assigned for tenured faculty. One Department-level and one College-level committee obligations per year are assigned for tenure-track faculty.

Two Department-level service obligations per year are assigned for lecturers.

Meritorious service would comprise substantial commitment and documented contributions. The faculty member must “make the case” to the Chair for having their service considered in this category for merit consideration. Examples would include the following:

- Leadership roles at the College, University, Community or Professional levels (i.e., President of an organization, Chair of a substantial committee or task force, etc)
- Service that involves substantive and documented effort and time.