

Theatre Department Workload Policy (drafted 4-08)

Workload in the Theatre Department, consistent with University policy, is four course-equivalents (12 hours) per term, which may be comprised of classroom and other teaching, scholarly or creative activity, advising, committee assignments, and/or administrative duties. The goal of the workload policy is to distribute and, so far as possible, to equalize responsibilities among the faculty in ways that accomplish the Department's teaching, scholarly, artistic, and service missions. Decisions about workload are the responsibility of the Chair, subject ultimately to the authority of the Dean of the College.

Tenure-line faculty are expected to perform effectively in all three traditional areas of academic responsibility: teaching, performance/publication, and service. (1) The instructional load for tenured faculty is normally five courses per year. Exceptions include the Chair, whose load is 1/1, the undergraduate director, whose load is 2/2, directors of main stage or lab shows, whose loads are 2/2 plus one show, and designers or vocal/movement coaches, whose loads are 2/2 plus two shows. Probationary faculty also have 2/2 loads through the conclusion of their initial, four-year contracts. (2) In keeping with the mission of a research university, where scholarly or creative productivity is a requirement for tenure, subsequent promotions, and membership on the graduate faculty, all tenure-line faculty receive two course releases for performance/publication. In addition, faculty who either complete a book project or publish two refereed articles in recognized journals within a twelve-month period receive a 2/2 load for the year following receipt of a book contract or publication of the articles. [Note: A book contract must include a production schedule; a published article means, minimally, galley copy with pagination.] (3) Since all tenure-line faculty contribute to the governance activities of the Department and University, and engage in external professional or community work appropriate to their expertise and experience, they receive an additional course release yearly for service activities. But while "course reduction" is the official unit of compensation for both research and service, its use in calculating workloads does not imply a diminishing of the value or importance of teaching as a professional commitment.

Lecturers are expected to teach effectively and/or satisfy design/production responsibilities, and to take reasonable initiative to develop themselves professionally. Development activities may include attendance at conferences, student advisement, efforts to publish scholarly or creative work, institutional service, and community involvement. The normal workload for lecturers is 4/4, comprised of teaching assignments and/or design/production responsibilities. Lecturers receive one course release during the semester following completion of fifth-year performance review.

In the fall of each academic year, the Chair will request information from faculty regarding course preferences (including large and small enrollment classes), anticipated production responsibilities, plans for scholarship, RDL proposals, fellowships, visiting appointments elsewhere, and other professional activities that may influence the calculation of load. The Chair will then propose individual workloads for the following year, submit them to the Workload and Annual Review Committee for evaluation, and mail final decisions to faculty, who may subsequently appeal assignments by providing additional information. The Chair will seek to insure that faculty rotate each academic year through heavier and lighter assignments, as measured by courses, class sizes, student oversight responsibilities, and other relevant variables. Ultimately, however, the needs of the Department's academic programs have priority over the eligibility of individuals for reduced load.

Committee assignments are negotiated with the Chair and distributed in April for the following academic year. Two Department-level committee obligations per year are routine for senior faculty, while one is routine for untenured faculty, and these involve no extra compensation. Service assignments outside the Department are a matter of individual discretion and are not ordinarily compensated.