

MOTION:

The IU School of Liberal Arts Faculty Affairs Committee moves that the Faculty Assembly adopt the following Policy on Accumulated Overload Instruction:

**Policy on Accumulated Overload Instruction**

Full-time faculty of all ranks in the IU School of Liberal Arts at IUPUI regularly provide instruction, for student graduate or undergraduate credit, in excess of their standard teaching load. Such overload credit instruction is given in the form of individualized major or capstone course requirements, directed reading or writing courses, independent research courses, as well as Ph.D. dissertation or M.A. thesis direction.

Faculty members who have accrued 45 credit hours of such overload instruction may request to use these credit hours to replace one 3-credit hour course in their normal teaching load.

Any request for overload teaching credit should be submitted with documentation of previous overload teaching (course/thesis, credit hours, section number, semester, year, student names, syllabus or description of faculty work) and negotiated with the Department Chair prior to the finalization of the course schedule for the semester in which it may be credited.

It is expected that the Faculty Member and the Department Chair will be in regular consultation about the accumulation of overload credit, and plans for the semester in which it will be credited. Should such advance consultation not have taken place, the credit can still be authorized, but the Chair has the option of delaying the implementation of the overload teaching credit for up to one academic year.

Any overload teaching credit is subject to the approval of the Dean of the School of Liberal Arts.