

12.03.99.K1 Teaching Load Credits

Approved: November 6, 2014

Revised: February 6, 2019

Reviewed: August 26, 2019

Next Scheduled Review: August 26, 2024

Rule Statement

(c) Graduate Courses

doctoral level courses may be assigned as credit hour values multiplied by 1.5.

(d) Stacked 4000/5000 courses count as a single course.

1.2. Laboratory Instruction

This section applies to standard laboratory instruction in the sciences and engineering, activity courses in Health and Kinesiology and similar courses in other fields of study. For these courses, semester credit hours (SCHs) are not the same as contact hours. As with lecture classes, a laboratory contact hour equals 50 minutes.

(a) To earn TLCs for direct laboratory instruction the faculty member must personally teach the sections involved. Faculty members receive 2 TLCs for each 3 contact hours.

(b) Graduate assistants receive 1 TLC for each 2 contact hours except for activity courses in the Department of Health and Kinesiology.

(c) For Health and Kinesiology activity courses the student receives 1 SCH for 3 contact hours and the faculty member or graduate teaching assistant receives 2 TLCs.

(d) Faculty members supervising multiple laboratory sections taught by student assistants receive 1 TLC for each 4 contact hours of laboratory up to a maximum of 4 TLCs per semester.

(e) For music method courses the student receives 1 semester credit hour for each 2 contact hours and the faculty member receives 1.5 TLCs. For private lessons TLCs are calculated as 2 TLCs for each 3 contact hours. Teaching credits for directing bands or ensembles are treated as special assignments at the discretion of the department chair.

(f) Drama laboratory counts as 2 TLCs for 3 contact hours.

1.3. Independent Study and Research

Independent study and research courses usually require the instructor to assign work or research to be done by individual students. The instructor must assess the student's progress towards satisfactory completion of the project at appropriate intervals and evaluate the work for grading purposes. TLCs are calculated the same as if the course

for a minimum commitment of time. Such placements include but are not limited to student teaching practicums and internships. Instructors of record of student teaching courses, practicums, and internships receive 3 TLCs for each class with three semester hour credit taught if that class makes with at least the minimum required enrollment.

- 1.5. Each 1101 and 1102 freshman seminar course will provide 2 contact hours per week but will award 1 SCH to the student. The faculty member teaching these courses will be awarded 2 TLCs per course.

The TLCs awarded per contact hour are outlined in Table 1.

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