

## Workload Policy in the Department of Classics

1. This policy is meant to guide the head of department in making adjustments to the teaching load of tenured and tenure track faculty in order to distribute the total workload (comprising also research and service) as equitably among them as possible. These adjustments will be made subsequent to, and as a result of, the annual performance review. There will be no workload committee except in the spring of the fifth year after this policy takes effect (on September 1, 2010), when a statutory revision of the policy is due. The department does not anticipate Field Service faculty. Adjunct faculty teach courses in the department only occasionally, so there is no need to articulate a policy for them here. Visiting faculty at the assistant rank teach at least five quarter/four semester courses a year.
2. The normal teaching load for research active tenured and tenure track members of the research active Department of Classics is 5 quarter courses. The very high ranking in scholarly productivity of our department (first in the nation in 2008) coupled with the very big size of our graduate program (we have by far the highest ratio between faculty and graduate students in the nation) and the very large number of graduate courses we teach (serving several distinct MA and PhD programs) warrants a relatively low course load as a matter of policy.
3. Under the semester system 5 quarter courses will normally translate, for individual faculty members, to an alternating cycle of 3 or 4 semester courses. (As of the writing of this workload policy, the University's academic leave policy under the semester system is unknown, and we will therefore leave the details about this until a later date.) Those who volunteer to postpone academic leave by one year will teach no more than 3 semester courses in the eighth year of their personal academic leave cycle.
4. One faculty member by contract and graduate advisers normally teach 4 quarter/3 semester courses a year. One faculty member by contract and the head normally teach 3 quarter/2 semester courses a year. Junior faculty normally teach 3 quarter/2 semester courses in their third year of service to allow them to prepare a stronger dossier for their second reappointment and eventually for tenure.
5. The quarter/semester course load will be a mixture of undergraduate and graduate courses. Large lecture courses (such as Clas. 101-103, 221-223, 238, 345, and 356 and their semester equivalents) and intensive language courses (Greek 101-103 and Latin 104-106 and their semester equivalents) will be assigned at least one Graduate Teaching Assistant each.
6. At the request of the faculty member, or at the discretion of the head in consultation with the executive committee, after three successive unsatisfactory annual performance reviews in research or service, professionally inactive tenured faculty will teach additional semester courses, and will normally not be eligible for academic leave. This is reversible.

7. Substantial external grants (not from the Semple fund) for projects (not for salary buyouts) will be rewarded with a reduced teaching load. A reduced teaching load is also negotiable to free up time to write substantial external grant proposals.

June 3, 2010