

29 February 2008

TO: Gordon Legge, Chair, Psychology

FROM: Jim Parente, Interim Dean

RE: Faculty Course Load in Psychology

I am writing to summarize the agreement that has been reached between the College and the Department of Psychology concerning the faculty course load in Psychology. This agreement will go into effect in fall semester 2008.

General

The course load for faculty in the College of Liberal Arts is four courses each academic year. In accordance with CLA workload policy and for the purposes of this agreement between the College and the Department of Psychology, a "course" shall be understood to carry a minimum of 3 credits. For research-intensive faculty in the Department of Psychology, the course load will be reduced to three courses per academic year. This reduction aligns the department faculty's course load with the course load of research-intensive faculty in other leading Psychology departments across the country.

"Research-intensive" faculty are faculty who consistently maintain active research programs, as evidenced through the steady publication of research and the regular procurement of external grant funding required for support of their work, taking into account variability across the sub-areas of the field in both the rate of publication and the need and availability of external funds. Faculty who are not research-intensive will have a stronger emphasis on teaching and will be expected to teach four courses per academic year. The research productivity of the faculty will be reviewed annually by the department chair and responsible CLA dean or associate dean, and faculty whose research programs are no longer research-intensive will not be eligible for a reduction in course load. Faculty who are research-intensive may use their grant funds to "buy out" of a course or two each academic year. The course load of faculty who have assumed major administrative offices in the department may also be reduced according to department practice and in accordance with administrative course releases specifically granted by the college. All faculty who are not on full-time research leave are required to teach at least one course each year.

Each year the department shall offer the required number of freshman seminars and Honors courses in accordance with the incremental faculty lines awarded for these purposes. The obligation is six freshman seminars and three Honors courses each academic year. The department shall also offer a balance of undergraduate and graduate courses taught each year by its tenured and tenure-track faculty. Tenured and tenure-track faculty are expected to teach regularly on both the undergraduate and graduate level.

Team Teaching

The college and the department recognize that there are circumstances in which it is appropriate for two faculty to collaborate in the teaching of a course to expose students to material from multiple conceptual and/or methodological perspectives. Team teaching entails both faculty members contributing fully to the course throughout the entire semester; the course responsibilities may not be divided between the two faculty. Each academic year no more than *one* of a faculty member's three courses may be team taught. A team taught course may not involve more than two faculty, must be offered for a minimum of three credits, and must have a minimum enrollment equal to 150% of the minimum enrollment for a non-team-taught course. Team taught 8xxx level courses are exempted from the higher minimum enrollment requirement. Should enrollment in a team taught course not reach this minimum but remain above the CLA minimum for a singly-taught course, the course shall count towards the teaching load of one, but not for two, faculty.

Exception: The college will grant an exception for Psy 8611/12 to the team teaching practice outlined above. Permission for this exception will be reviewed on a regular basis. It is understood that Psy 8611/12, a two-semester sequence, is a core course in the clinical psychology training program that has been traditionally taught by three regular faculty members. The college will allow each of the three regular faculty members to count this sequence as the equivalent of a one semester course each year the sequence is offered. This agreement is predicated on nine credits of registration across the two semesters and an enrollment that comprises all students admitted to the clinical psychology training program for that year. Should the course credits and enrollment not meet these requirements, teaching credit must be adjusted accordingly.

Proseminar Teaching Credit

Psy 8205/06 (Proseminar in Social Psychology) should carry three credits per course. If these courses are team taught, they must meet the team teaching criteria cited above.

Laboratory Courses

The college and department recognize that an important component of teaching in Psychology occurs in the faculty members' research laboratories. Each academic year one of a faculty member's three courses may be a laboratory course of three or more credits open to undergraduate and graduate students. This course must meet the college's minimum enrollment guidelines as specified in the college's workload principles and must have a course number and course description that describe the lab-based instruction and that distinguish this course from directed research. The laboratory course may be offered during both the fall and spring semesters, counting as a single course in faculty workload, to enable the total number of students enrolled for credit over the two semesters to meet the minimum enrollment necessary for a single course. The department is expected to track enrollments across two semesters.

The new course Psy 5993, Laboratory Instruction in Psychology, should carry three credits. A minimum of five students must be enrolled in the course each academic year in order for the course to count as part of a faculty member's course load. If the course is team taught, it must meet the team teaching criteria cited above.

Teaching Credit for Practicum Supervision

Both the college and department recognize the necessary role of practicum courses for students in the APA accredited Counseling and Clinical Psychology training programs. It is understood that all students in these training programs enroll in the practicum courses, and that the enrollments in these courses are determined by the number of students in these training programs.

1. Psy 8620, Clinical Psychology Practicum

This course may count as one teaching credit per academic year when the course is offered for two semesters with an enrollment which includes most of the students in the clinical program beyond their first year (currently 20-25 students). This course may remain a variable credit course of 1 to 2 credits.

2. Counseling Psychology Practica

Psy 8565, Counseling Psychology Advanced Practicum I: Vocational Assessment Clinic

Psy 8566, Counseling Psychology Advanced Practicum II: Vocational Assessment Clinic

These courses are each offered for variable credit. Since these courses carry fewer than three credits, the following arrangement applies. Whenever these courses are taught in a single academic year, the two courses will count as one teaching credit total (i.e., one semester course) if they enroll a minimum of 5 students in each course. If offered in different years, each course will count at 0.5 teaching credit (0.5 semester course), assuming that the course has a minimum enrollment of 5 students.

3. Counseling Psychology Practica

Psy 8560, Counseling Psychology Advanced Practicum I: General

Psy 8561, Counseling Psychology Advanced Practicum II: General

The same arrangements shall apply to these courses as to Psy 8565-66.

Psychology 1001

The college recognizes the unique educational experience afforded our undergraduates in Psychology 1001 when the class is team taught by eight faculty members. In order to align this teaching practice with collegiate faculty course load guidelines, the college will allow no more than four teaching credits per academic year (i.e., two teaching credits each semester) for the teaching of Psy 1001. This teaching credit limit applies to the sum of all lecture/recitation, on-line, and Honors versions of Psy 1001 based on the lectures of the faculty team. Free-standing offerings of Introductory Psychology taught independently by a single faculty member would receive regular teaching credit.

Changes and/or additions to this document may be discussed during the annual assessment process.

Annual Assessment

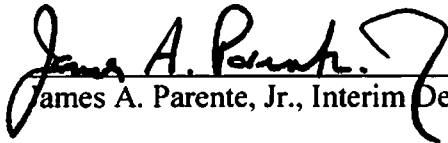
For each of the next three academic years, in February, the office of the Associate Dean for Undergraduate Programs will review the faculty course load in Psychology and ensure that the department is managing its curriculum and faculty workload in a manner consistent with

collegiate workload policy and the specific guidelines of this document.

The College of Liberal Arts and the Department of Psychology agree to the stipulations above governing faculty course load and teaching credits in Psychology.



Gordon Legge, Chair



James A. Parente, Jr., Interim Dean