

College of Health and Human Services

Guidelines for Academic Year Overload Teaching and Summer Teaching

Academic Year Overload Teaching

During the academic year, faculty are fully engaged in a combination of activities that comprise a full workload: instruction and advising; scholarly and creative activities; service to school, college, university, community, and profession. Although activities comprising individual faculty workloads may vary, the combination of assigned activities requires 100% effort.

Overload teaching constitutes work done in addition to full-time faculty responsibilities. Teaching more than one overload course per quarter detracts from a faculty member's ability to fulfill his/her full-time responsibilities.

Therefore, faculty overload teaching is limited to one course per quarter. Courses taught during December are considered overload teaching for the quarter in which the registered students receive the academic credit. In most instances courses taken during December are part of the students' Winter Quarter schedule.

Summer Teaching

Faculty who have no other contractual responsibilities with the University during the summer may teach up to and including 16 credit hours (Athens campus and/or regional campuses) during the summer sessions. This limit is consistent with the Ohio University policy on Faculty Responsibility and Evaluation which specifies the full time equivalency for faculty not engaged in scholarly/creative work or service as 15 credit hours. (Note: 16 hours are used for the maximum credit hours since most courses are 4 hours.)

The maximum credit hours for which a faculty member can be paid during the summer by Athens campus is 12 hours. In order to have time to fulfill the responsibilities associated with teaching, including being available to students outside the assigned class time, teaching should not exceed 8 credit hours or 2 courses during either of the two summer 5-week terms. If a faculty member should be approved to teach a course during the university's week off between the end of spring quarter and beginning of summer, the credit hours apply to the 12 hours maximum allowed by the college, but not any one specific 5-week term.

Effective Summer 1996, revisions to summer teaching effective Summer 2001
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