Department of Linguistics Workload Policy

A. Basic Course Workload

i. Tenured and tenure-track faculty

The basic course load is two “regular” courses per semester (i.e., six credits). (The set of “regular” courses does not include Ling 499, Ling 500, Ling 699, Ling 700, Ling 799, Ling 800, or other courses whose number ends in -99 or -00.)

In addition to their teaching responsibilities, tenured and tenure-track faculty are expected to be actively engaged in the supervision of graduate students and in the maintenance of a research program that leads to significant peer-reviewed publications of a quality and quantity appropriate for a member of the graduate faculty in a research department at an American university. At a minimum, over a rolling three-year period, this should result in one publication in a refereed journal per year or its equivalent.¹ Tenured and tenure-track faculty are also expected to carry their share of service responsibilities within the department.

ii. Instructors

The primary responsibility of I-2 faculty members is to meet assigned instructional responsibilities and to serve on committees related to those responsibilities. There is no formal expectation that I-2 faculty conduct research. The full-time course workload of I-2 faculty is four regular courses (or 12 credit hours) per semester.

B. Course reductions

Every faculty member not on leave must teach at least one regular course each semester. A reduction to zero is not permitted.

i. Reductions for probationary faculty.

The department will grant a reduction of one course during one semester in the first year of a tenure-track faculty member’s service and a reduction of one course during one semester in a later year during the probationary period.

¹ Agreed to at a faculty meeting on April 27, 2011.
ii. Reductions for departmental positions

• The Department Chair teaches one regular course per semester.
• The Graduate Chair is granted a reduction of one course per semester. If the Graduate Chair position is shared by two faculty members, each faculty member is eligible for a reduction of one course per year.
• The coordinator for the Department’s 100-level courses is granted a reduction of one course per year.
• A faculty member who is in good standing with respect to the department’s research productivity policy (see (Ai) above) and has been meeting the usual expectations for teaching and service may request a one-semester, one-course teaching release from the department chair upon successfully completing supervision of a PhD student, provided that this does not undermine the department’s curricular program and meets whatever additional requirements are deemed appropriate by the chair and the faculty.2

iii. Reductions for other professional responsibilities

As resources are available, the Dean of the College may grant annually, on a case-by-case basis, reductions for such activities as:

   a. Journal Editor
   b. Conference Organizer
   c. Community Outreach Director
   d. Center Director

These reductions depend on the extent of the responsibilities, as determined by the Dean.

C. Buy-out

With the approval of the Dean, the Department Chair may allow faculty to "buy out" of one or more courses, subject to the guidelines and policies outlined in the document entitled “Buy-Out Policy for Course Releases.”3

---

2 Agreed to at a faculty meeting on May 16, 2011. For additional details and guidelines, see the document entitled “Users’ Manual for Dissertation-Based Course Releases.”
3 Approved at a faculty meeting on March 20, 2008.