

Faculty Workload Policy

Jack, Joseph and Morton Mandel School of Applied Social Sciences
Case Western Reserve University

The teaching load for tenured, tenure-line, and non-tenure line faculty of the Jack, Joseph and Morton Mandel School of Applied Social Sciences is six courses in the academic year.

Faculty members are expected to contribute their fair share in advising students regarding the academic program and in serving on school and university committees. In addition, faculty members are expected to contribute service in the broad community outside the university.

It is the policy of the Mandel School to relieve faculty members of teaching assignments when their research and/or service merits additional time to successfully fulfill those responsibilities. This policy is effected though the following practices.

1. Active Scholarship: One course buyout with evidence of active scholarship, such as publication of at least one paper in a scholarly journal.
2. External Funding: 15% of academic salary and fringe benefits per course.

3. Course release for Administrative work

<u>Administrative Position</u>	<u>Course Release</u>
Dean	5
Associate Dean for Academic Affairs	4
Assistant Dean for Academic Affairs	3
Associate Dean for Research and Training	2
Chair of Doctoral Program	3
Director of Field Education	3
Director of Intensive Weekend Program	3
Director of Outcome Assessment	2
Director of Project Go	1
Director of School Social Work	1
Director of International Education Programs	1
Chair of Steering Committee	1
Chair of Curriculum Committee	1

4. Doctoral Student Supervision: To recognize the significant work associated with guiding a doctoral student to successful defense of her dissertation prospectus, a faculty member earns one course release when she has served as the primary advisor for three students.
5. Endowed Professorship: Faculty members who hold an endowed professorship have a teaching load of three courses. They are eligible for each of the course buyout options listed above except item 1, active scholarship.