

YORK UNIVERSITY

MAY 03 2000

ACADEMIC STAFF RELATIONS
York University

Faculty of Arts and

Faculty of Pure and Applied Science

Department of Mathematics and Statistics

M E M O R A N D U M

to: Dean Fallis, Dean Prince, JCOAA (% Paula O'Reilly)

from: Alan Dow, Chair

date: May 1, 2000

subject: Teaching Load Language

May 3, 2000

Cc: W.Whiteley, Co-Chair, JCOAA

Paula O'Reilly

Brian Abner

Barney Savage

Ian Greene

P. Silver

Enclosed please find the response of the Department of Mathematics and Statistics of the Faculties of Arts and Pure and Applied Science to the requirement outlined in 18.08.1 of the Collective Agreement.

AD/sr

encl.

Teaching Load Language

The normal teaching load of Department members depends on their Faculty of appointment. In a few cases it is affected by external factors (eg. administrative release-time) above and beyond those addressed below.

Specifically: the Graduate Director and Chair of the Department each receive a 1 course reduction. Each of the three Sectional Directors receive a $\frac{1}{2}$ course reduction, and the Associate Chair receives a $\frac{1}{2}$ course reduction.

For those in Arts, the normal teaching load is 2.5 courses. As a means of equalizing workload, Faculty demonstrating a significant ongoing level of scholarly activity are granted a .5 course release. Individuals apply for this release on a yearly basis, with decisions being made by the Chair of the department. (The normal practise across North America is for Departments of Mathematics and Statistics to be located in Faculties of Science, and to have a normal teaching load of 2 courses or less. So the above reduction goes some way to keeping York University competitive.) The parameters applied by the Chair have been consistent with those governing appointability to the graduate program. Members of the department holding NSERC research grants routinely qualify, but this is not a requirement, and other indicators of ongoing scholarly activity can also be considered.

The normal teaching load of Department members appointed to the Faculty of Pure and Applied Science is 1.5 courses, plus a requirement of supervising student tutorials. While this tutorial supervision can be concentrated in one term, it must total the equivalent of 2 contact hours per week over the entire Fall and Winter terms. In any given year, a 2 course load would be an acceptable alternative if a member should choose it.

It is a bit difficult to describe it as *existing practice* but for those members of the Department who now concentrate their teaching in the ITEC prefix courses, we are adopting a model which deviates slightly from each of the above. A research intensive department member whose teaching is in the ITEC prefix courses, teaches 1.5 courses and is required to assist with hands-on Lab supervision for the equivalent of 2-3 contact hours per week per Fall-Winter academic year. The normal annual load of Professorial Stream Department members who teach ITEC prefix courses, would however be 2 courses and 2-3 Lab contact hours per week throughout the Fall-Winter academic year. This change in the Arts model between the ITEC prefix courses and the non-ITEC prefix courses within the department is in recognition of the quite different needs of the ITEC program.

All reasonable variables and requests are taken into account when making teaching assignments and individuals are able to identify their own priorities, whether it be Honours or year level, or preferred times. Some members prefer two sections of the same course, others prefer upper level courses or the teaching of a familiar course. Class size is factored into teaching load only in so far as it is balanced against individuals' other requests and every attempt is made at equitable assignments for all. There are no official point allocations or any substituting. TA marker/grader support is provided for classes of 20-25 or more at a rate of roughly 40 minutes per enrolment for a 3 credit course.

Any courses that are not officially scheduled by the Chair or Graduate Director (typically very small reading or project courses) are left to the discretion of the individuals and, in the case of graduate courses, are generally considered as part of one's graduate program participation rather than part of their teaching load. Such offerings are never coerced. Such individuals are typically on a 2 course load rather than a 2.5 course load. The teaching load of each member is, in principle, public knowledge, but will, in light of this exercise be available in tabular form.

No course equivalent credit is currently given for:

- supervision of teaching assistants
- advising or equivalent
- thesis supervision
- cancelled courses
- total student load
- graduate and undergraduate supervision
- reading courses