

August 18, 2000

From: Robert H Prince [rhprince@yorku.ca]
Sent: Friday, August 18, 2000 9:59 AM
To: gladys
Cc: Cheryl Colman
Subject: Workload Reports

JCOAA INFORMATION

Cc: Bernie Lightman
Brian Abner
Barry Miller
Phillip Silver
Barney Savage
Ron Bordessa
Norm Ahmet

On Fri, 18 Aug 2000, gladys wrote:

> Bernie Lightman asked that I let you know that we have received the
> Mathematics and Statistics report on Workload. Would you please remind your
> other Departments that these Reports are due as soon as possible. Thanking
> you in advance.

Gladys: Have issued reminder August 4, but the obligation is a unit one rather than administrative one. One department, Computer Science, has recently provided its report, however:

>From: jenkins@cs.yorku.ca Fri Aug 18 09:53:39 2000
From: Michael Jenkin <jenkins@cs.yorku.ca>
To: rhprince@yorku.ca
Cc: clara@cs.yorku.ca
Subject: assignment of workload

As per your memo of August 4.

Within COSC workload is initially assigned by the chair. Faculty members are broadly grouped into two groups,

* research intensive - faculty who have an active research program, supervise graduate students, seek and obtain external funding.

* teaching intensive - faculty who have decided to concentrate on their research rather than engage in an active research program.

Each year the chair makes an initial assignment of faculty into these two groups, and provides this information plus information related to teaching buyouts and administrative teaching reductions to the undergraduate coordinator and graduate director so that teaching matrices can be computed. Faculty who have been reclassified from one group to the other are informed of the reclassification and faculty who disagree with their classification can appeal to the departmental executive committee.

The normal in-class assignment for research intensive faculty is three half-courses per 12 months, made up from courses at the undergraduate and graduate level. The normal in-class assignment for teaching intensive faculty is four half-courses per 12 months, made up from courses at the undergraduate level (and graduate level if the faculty member is appointed to the graduate program). In addition to the required in-class assignment, all faculty are expected to assist in student advising, and assisting with organized laboratories within the Ariel Laboratory as required.

Faculty with alternate stream appointments are typically assigned teaching loads comparable with 'teaching intensive' professorial stream appointments, but are also assigned specific additional teaching related duties (eg. 1st year Czar).

Michael
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