

June 16, 2000

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Date: Tue, 9 May 2000 16:36:10 -0400

From: Stephen Newman <snewman@YorkU.CA>

Reply-To: "Political Science Dept. (Arts)" <POL-SCI@YorkU.CA>

To: POL-SCI@YORKU.CA

Subject: POLS Workload Policy

George:

As requested, and in compliance with the Collective Agreement (Art. 18.14c), I am reporting on the Workload Policy currently in force in the Department of Political Science.

* We require all members of the Department to teach 2.5 full course equivalents (f.c.e.) in the course of an academic year. (Normally, this load is spread across two terms such that 1.5 f.c.e. are taught in one term and 1.0 f.c.e. in the other.)

* Undergraduate and graduate courses are weighted equally.

* All courses, regardless of size or format, count the same in the determination of Teaching Loads.

* Graduate supervisions, undergraduate advising, and reading courses are assumed by faculty on a voluntary basis over and above the 2.5 course load. In point of fact, most advising is performed by the Undergraduate and Graduate Programme Directors and the number of reading courses offered in the Department is relatively small. Graduate supervisions, however, are an important component of the Graduate Programme and these are not evenly spread out among the faculty. Our assumption has been that, considered over time, the number of supervisions handled by each member of the Department does, in fact, even out. This assumption is currently under review and a new policy regarding graduate supervisions may be discussed in Department Council next year.

Course Releases: Departmental officers (Chair, Undergraduate Programme Director, Graduate Programme Director, MA Co-ordinator, and PPA Co-ordinator) are released from a part of their teaching load in order to facilitate the execution of their duties under the terms of their administrative appointments.

Other faculty are allowed to buy themselves out of teaching, normally through Research Grants earmarked for that purpose.

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