

COLLEGE of CHARLESTON

Faculty Overload Policy¹

Academic Affairs

From time to time, a department may find it difficult to locate qualified faculty to meet all of its instructional needs. Limited use of existing permanent faculty in an overload capacity is approved under the following conditions.

- Any pay for overload instruction will be approved by both the department chair and dean.
- No untenured tenure-track faculty member will teach an overload to the standard instructional load.
- Faculty teaching an overload will be compensated at the standard pay for adjuncts teaching a fifth course.
- In order to receive compensation for a course as overload, a faculty member must meet one of the following criteria:
 - The faculty member's performance evaluations document satisfactory performance in the areas of teaching, research and professional development, and service;
 - The faculty member is academically qualified under the School of Business's criteria for AACSB accreditation;
 - The faculty member is teaching the equivalent of four courses in the semester in question without additional compensation or release in a different semester.

¹ Approved by Provost and Deans at Academic Council March 5, 2014.