

Proposed policy for internal course releases in CAS (9-25-16)

Course releases are an invaluable means of supporting faculty research and service, two cornerstones of the university's academic mission. At the same time, they take faculty out of the classroom and often create added costs for replacement instruction. This policy introduces a rational, transparent system for one type of course releases—those under departments' own control, per CBA Article 17 policies. It aims to remedy inequities among similarly situated departments without increasing overall workloads or otherwise infringing on local autonomy.

The Dean provides an allocation of course releases to the departments annually. The Dean's Office will apply the principles and calculations below in determining the number of course releases allocated to departments for their internal use (= "internal course releases") for the 2017-18 academic year. Internal course releases are typically used for internal administrative positions (e.g. Director of Graduate Studies) and to promote faculty research.

Please note that internal course releases are granted over and above any *external* course releases faculty members may receive, whether for service as department or program head, external grants (NSF, NIH, NEH, etc.), internal UO grants (Oregon Humanities Center, CSWS, etc.), UMRP packages, endowed chairs, retention packages, nondepartmental service (associate dean, institute director, United Academics leadership, etc.), sabbaticals, and leaves. Each of these cases is governed by a separate policy.

Up until now, course releases for new assistant professors have been considered internal course releases. In the future, they will instead be treated as external course releases subject to a new CAS policy. (This provision will require modification of CBA Article 17 policies.) Normally, incoming junior faculty without credit for prior service will receive two (2) external course releases as part of their recruitment packages. Departments, if they wish, may supplement these by drawing from their own internal course release allocations.

Teaching outside one's home department (e.g. in the Honors College or the Humanities program) is not considered a course release of any kind, and instead counts toward a faculty member's regular teaching load.

Principles and calculations

- **For departments with a base load less than 5** (all the Natural Sciences departments plus GEOG). Internal course releases are negotiated with the Dean's Office for approved purposes only, typically a minimal number for administrative roles like Director of Graduate Studies. (The exception is PSY, which for programmatic reasons requires more than a minimal number of course releases.) In virtually every instance, these departments will receive all the releases they proposed through the CBA-mandated process.

- **For departments with a base load of 5 that do not have PhD programs** (CLAS, CRWR, ES, INTL, REL, and WGS). These departments will likewise receive a limited number of releases for approved purposes only, but again, in virtually every instance, all the releases they proposed through the CBA-mandated process.
- **For PhD-granting departments with a base load of 5** (ANTH, COLT, EALL, EC, ENG, GER, HIST, LING, PHIL, PS, RL, SOC, and TA). *The number of internal course releases scales up in proportion to the number of students the TTF collectively teach.* Specifically, one (1) internal course release will be granted for every X SCH collectively generated by the TTF in the department. X will be set at a number (= 1,034) that produces no net change in course releases across all 13 eligible departments, relative to recent past practice. This base allocation will then be adjusted up or down, as shown below, to reflect the burden of educating and mentoring PhD students, based on a norm of 2 PhD students per TTF.¹

$$\left(\frac{\text{SCH generated by TTF}}{X} \right) \cdot (1 + 20\% \cdot \left(\frac{\text{PhD students}}{\text{Number of TTF}} - 2 \right))$$

- The lower cap will be a small number of releases for approved permanent administrative roles (e.g. 1 each for ADH, DUS, DGS).
 - The upper cap will be 1 internal course release per full-time TTF *for the entire department*. An individual may, however, receive more than 1 course release.
 - All pertinent figures (SCH generated by TTF, number of PhD students, total FTE of TTF) are calculated as a 3-year running averages. Thus, AY 2013/14 – AY 2015/16 figures determine AY 2017/18 course release allocations.
 - No department shall be subject to a swing of more than 3 internal course releases in either direction relative to the average of the prior three years.
 - SCH taught outside the faculty member’s home department (e.g. in the Honors College, HUM, or ENVS) is allocated to the home department.
- To put these figures in perspective:
 - With X set to 1,034 SCH, CAS will preserve the 3-year average of 99 annual internal course releases spread over the 13 eligible departments.
 - Put a simpler way, every 250 students taught generates 1 course release.
 - In aggregate, 99 course releases equal the total course load of 20 full-time TTF, or one good-sized CAS department.
 - Expressed as a dollar amount (i.e. the salary and benefits of 20 average faculty members in humanities and social sciences), CAS invests more than \$2.5 million in internal course releases for faculty service and research.

¹ PhD students in ENVS will be assigned to their focus departments; those in COLT will be assigned to the home department of their principal advisor (either COLT itself or another department).