Neeley Teaching Load Policy
Excerpt from Neeley Governance Document

III. Teaching Load Policy

Teaching loads for tenured and tenured track faculty in the Neeley School should be consistent with the TCU teacher/scholar model and with market factors for peer business schools. This document outlines policies dealing with teaching loads. In addition to the process outlined in this policy, the dean may grant reduced teaching loads to support Neeley School priorities.

In most cases, the teaching load for research active faculty should be four courses per year. The Neeley School's ability to offer an individual a reduced load may be limited by student demand and the availability of faculty in a specific discipline. In individual cases, it is desirable for the load to be more or less than the standard.

Newly Hired Faculty:
All new assistant professors (defined as those being appointed to their first academic position after a doctoral program) will be initially hired on a three course per year schedule for a period of three years. The teaching load for subsequent years as an assistant professor will be determined by review of the department chair and dean.

Teaching loads for other newly hired more senior faculty will be determined by the chair and dean.

Reduced Teaching Loads for Other Faculty:
The number of faculty on reduced teaching schedules will be determined by the dean. The criteria for selection require the highest standards of research quality and productivity. This policy does not specify an arbitrary number of faculty on reduced loads because such a number would imply selection based on relative merit within the applicant pool. Reduced teaching loads should be given only to those faculty who have clearly established themselves as research leaders within their disciplines (or, in the case of untenured faculty, have demonstrated that potential).

Requests for reduced teaching load of the tenured faculty, based on research productivity, are reviewed by the Research Committee. Faculty applying for a three-year reduced teaching load must first submit the request to the department chair. The department chair will inform the committee as to the department's ability to meet its teaching obligations should a course reduction be recommended. Any tenured faculty member may apply for a reduced teaching load during the annual review process. The application format will be determined by the Research Committee, but may include elements such as copies of work published during the previous five years (including citation information), work in process, a statement of research goals, a current vita, etc. If approved by the dean, the faculty member will be given a reduced teaching load for a period of up to three years. Faculty on a reduced teaching load are eligible to reapply for another reduced teaching load in the final year of the approved teaching reduction.

Selection Criteria:
Minimum criteria for selection include each of the following, with the greatest weight on accepted publications and work in process:

- Publications of sufficient quality and quantity within the previous five years to demonstrate an established research program. Publications in leading academic journals are required.
- Work in process of sufficient quality, quantity, and currency to demonstrate an active research program.
- Other research activities such as journal editorship, presentations at other prominent research institutions, membership on editorial boards, presentations at national meetings, and work with junior faculty in the Neeley School.

Increased Teaching Loads for Faculty:
Each year, all faculty are evaluated by the Faculty Evaluation Committee and placed in categories ranging from not meeting expectations to significantly exceeding expectations. All tenure track faculty are expected to participate in research and should strive to meet the criteria to be classified as being SA (Scholarly Academic). However, those with higher teaching loads are not expected to be as productive as faculty with lighter teaching loads. A faculty member will be considered to be "not research active" if they are rated as not meeting expectations for research for two consecutive years. These individuals will be given an increased teaching load to be determined by the chair in consultation with the dean.

The research expectations for a faculty member with a 2/2 teaching load or above will depend on the exact teaching load. Compared to faculty on a reduced teaching load, these faculty will be expected to produce a lower quantity of publications that may be directed at a broader range of audiences. While high quality academic research will always be the most valued form of scholarship, others activities will also be recognized. For example:

- A faculty member on a 3/3 load might meet expectations by publishing practice-based particles, cases or pedagogical articles.
- A senior faculty member on a 2/2 load might meet expectations by publishing articles applying new research results to solve applied business problems.

The determination of whether a faculty member is meeting expectations is inherently subjective and must be made based on the best professional judgment of the Faculty Evaluation Committee. The Committee must consider both the career stage of the faculty member and the actual teaching load that the individual carried, as well as the expectations agreed upon by the chair and the faculty member.

Approved September 1, 2021 by Neeley faculty (replacing: November 1, 2016)