Teaching Assignments for New Faculty
IST_AC-28 Administrative Guideline

Tenure-line faculty
First three semesters – all semesters considered during 2nd year review
• At least one undergraduate course that is offered regularly
• A graduate course tightly connected to research interests, often an instance of 597
• No more than three unique courses

First three years – all semesters considered during 4th year review
• At least one undergraduate course that is offered regularly, taught in at least two different semesters
• A graduate course tightly connected to research interests, often an instance of 597
• At least three, but no more than four, unique courses

First five years – all semesters considered during tenure review
• At least one undergraduate course that is offered regularly, taught in at least two different semesters
• A graduate course tightly connected to research interests, often an instance of 597
• A graduate course that is offered regularly
• At least three, but no more than four, unique courses

Non-tenure-line faculty
First semester
• At least one undergraduate course that is offered regularly
• No more than two unique courses

First year
• At least two undergraduate course that are offered regularly
• At least three, but no more than four, unique courses

First three semesters – all semesters normally considered during first contract renewal
• At least two undergraduate course that are offered regularly
• At least one undergraduate course that is offered regularly, taught in at least two different semesters
• One graduate course if the individual is positioned to teach graduate courses and has a desire to do so
• At least three, but no more than five, unique courses

First five years – all semesters considered during promotion if pursued at the earliest opportunity
• At least two undergraduate course that are offered regularly
• One graduate course if the individual is positioned to teach graduate courses and has a desire to do so
• At least three, but no more than five, unique courses

Approved by: Dr. Andrew Sears, Dean 2/16/2023