

SCHOOL OF BUSINESS AND TECHNOLOGY

A JUSTIFICATION FOR CHANGE OF POLICY: THE FIVE COURSE RULE

Please note:

- *This policy refers to the number of course approvals a faculty member may have at any one time. It alters the policy stated in #3 on page 15 of the 'Graduate Studies Handbook' (updated 10/99).*
- *It does **NOT** change the existing university policy regarding the number of courses per term (or per year) that a faculty member may teach. This policy is stated in the 'Graduate Studies Handbook' (updated 10/99) on page 15, #4: "Ordinarily faculty are limited to two sections per term. A waiver must be obtained to assign an instructor a third section."*

First, what are the potential problems the policy seeks to avoid?

1. A faculty member teaching too many courses attended by the same group of students—**Overexposure Problem**. It is important that our students receive instruction from a variety of faculty with diverse points of view to maximize learning and breadth of knowledge in the field.
2. Faculty members teaching too broad a range of courses and thus making it difficult for them to keep up with the field or be more likely to push themselves into areas of marginal academic knowledge—**Spread Too Thin Problem**. We expect faculty members to be experts in the field they teach.

Second, what is the outdated policy?

The current five course policy rule is

1. No more than two different core courses (but this excludes 5000 and 6000)
2. One course in a different area of concentration
3. Two electives from any qualified area

It does appear that if one includes 5000 and 6000 it is under the five course policy possible to actually be authorized to teach 7 courses, and in fact the same group of students in an area of concentration might have the same instructor for four courses (2 core plus 5000 and 6000)

Third, what are possible objections from the extended campuses to the current policy?

1. When sites have an excellent instructor (qualifications and teaching) who is willing to teach often, they like to be able to use the instructor more. Otherwise the instructor may go teach for a competitor.
2. Sites often have problems recruiting faculty and want to be able to extensively use good and well qualified faculty.
3. Sites believe they know the people involved and should be allowed to make good judgments about how often someone should teach.
4. Sites with only a few areas of concentration may be penalized under the rule because they don't have enough teaching opportunities to offer good faculty.
5. Overexposure might be less of a problem if the individual was teaching in different places—such as different campuses in the Orlando area
6. It is possible that these policies were not always strictly enforced in the past, and thus the objection now is not really a new objection to the policy, but to the enforcement of it.

How might the policy be amended to avoid the Overexposure and Spread Too Thin Problems?

1. The current policy does not really deal with the overexposure problem since someone could teach as many as four of seven core courses.
2. The Spread Too Thin Problem is harder to control because there is no simple and easy decision rule here. A person might teach three different, but intellectually related courses, and not be spread too thin (three COMP courses for example). But, another person teaching Marketing, Strategy, and Finance might be spread very thin.
3. It would be expected that academic administrators at the sites would use good judgment to avoid both the **Overexposure** and **Spread Too Thin** problems, but bureaucratic decision rules are important as guidance in a large complex system such as.

The 'Five Course Rule' for Faculty Approvals

1. The new "Rule of Five"

An adjunct faculty member will be approved for a maximum of five courses at a time.

A maximum of three core courses

The faculty will be approved for no more than three core courses in the same major, emphasis or certificate program. There will be no exception for 5000 and 6000 courses.

Substitutions

If a new course approval is requested for a faculty member who already has 5 approvals, then one approval must be removed* before another course will be approved. No more than one course substitution will be allowed per year.

*The 'removal' will be from the active list, but will not disappear as a formerly approved course on the faculty member's record.

2. Special Waivers

A Limited Special Waiver may be granted on a one time basis when there is an emergency that needs to be addressed. For example, the regular instructor is ill and must be suddenly replaced.

A Permanent Special Waiver may be granted for very unusual circumstances involving either the site or an individual member of the faculty, and the circumstances are unlikely to change in the foreseeable future. Only one waiver involving one course for one faculty member will be approved. A permanent waiver would be subject to a five year sunset, and must be renewed at that time.

3. Other Implementing Issues

The Grandfather principle. All past approvals would be grandfathered, unless the total number exceeds seven. In cases where there are more than seven courses, this triggers an immediate reduction to 7 approved courses. The site director will determine which courses will be removed.

The Grandfather Sunset. All grandfathered approvals will end five years after the establishment of this new policy. This should provide ample opportunity for academic administrators to make adjustments to comply with the new policy.

The Effective Date

This will begin in 2005/2006 academic year