

Overteaching Policy

Approved by the Executive Committee on July 18, 2017

History and Context

In March 2010, the Executive Committee of the Business School approved a compensation rate for over-teaching of classes where one teaching credit was paid out at the rate of \$20,000 + 5% of base salary. Faculty were allowed to bank course credit to reduce future teaching responsibilities or get paid in future years.

In September 2011, the Executive Committee of the Business School approved a limit on banked credits equal to one year's normal teaching load.

In February 2017, the Executive Committee conducted some informal benchmarking among peer schools and determined that the current compensation rate was below that of peer schools.

In May 2017, the Provost's Office requested that in the future, after an appropriate transition period, faculty would have to choose at the time of agreeing to over-teach, whether to bank the credit or be paid in cash. Credits banked in this way would not have any future monetary value.

In an effort to provide appropriate incentives to full-time faculty members to teach in excess of their standard load in order to satisfy School teaching needs, the School proposes to change the compensation structure and process associated with over-teaching. These changes would be effective July 1, 2018 for teaching beginning in the 2018-2019 academic year. Note that there are no changes to the existing course buyout policy.

Compensation, Limits and Approvals

When a tenured or tenure-track faculty member has an accumulated excess teaching credit balance that is greater than zero, the cash compensation rate will be 1/6 of the base salary per course credit in the semester in which the course is taught. Up to one year's worth of teaching credit can be banked in order to reduce future teaching responsibilities, but after June 30, 2018, no banked credit will be paid out in cash, even in instances of departure or death.

Over-teaching that results in a positive excess teaching credit balance requires advance approval of the division chair and the Office of the Dean. The faculty member must confirm the choice of cash or banked credit in writing. Full or fractional credits may be banked or paid out subject to the specified limits. The faculty member's additional courses will not be listed until these steps have been completed.

To transition to the new provost-requested payout and banking policy, all faculty with current over-teaching balances will have a one-time opportunity to be paid out for some or all of their accumulated teaching credits at the existing rate of \$ 20,000 + 5 % of base salary, before June 30, 2018. Up to one year's worth of teaching credit can continue to be banked in order to reduce future teaching responsibilities, but after June 30, 2018, no banked credit will be paid out, even in instances of departure or death.

Normally, tenured faculty members will be limited to over-teaching no more than 2 credits per year, and tenure-track faculty members are discouraged from over-teaching and in all cases will be limited to over-teaching no more than 1 credit per year.

Full-time faculty with practice and lecturer titles have a variety of regular teaching loads and thus will receive compensation for overteaching on a case-by-case basis. Overtaching by these faculty also requires divisional and Dean's Office approval in advance. Such additional teaching will generally be incorporated into their annual letters as has been the practice in recent years.

All additional compensation payouts will continue to be subject to the Provost's Office limit of 20% of base salary.

Process

- Requests for full-time faculty over-teaching can originate with a division, a center, the MBA or EMBA program, or the Samberg Institute.
- The attached form should be completed by the requester and can be sent around by-email to secure appropriate approvals.
- All approvals must be secured before the additional classes can be listed.
- Payouts will be processed only after the regular yearly teaching load is satisfied and over-teaching has begun.