Policy Number: 116

Policy Title: Faculty Overloads

Policy Council Review Date(s): 3/24/10

PPAB Approval Date: 03/25/10

**POLICY:**

Under certain circumstances, full-time faculty may be called upon to teach an overload(s).

**PROCEDURE:**

Whenever possible, Georgia Perimeter College will first consider a reduction in teaching load in a subsequent semester to recognize the extra duties performed by the faculty member during the semester of the overload. When workload adjustments cannot be made, the vice president for academic affairs must approve extra compensation for the overload(s).

Prior to the start of each fall and spring semester, department chairs will determine if they have a need to ask a full-time faculty member to teach an overload(s). Before assigning an overload(s) to any full-time faculty member, a department chair must first discuss the need for an overload(s) with his/her academic division dean and subsequently receive the approval of the vice president for academic affairs.

Full-time faculty who are compensated for an overload(s) will be compensated at the part-time faculty rate.

Approved by CAB 07/27/00
Approved by PPAB 03/25/10