

POLICY MEMORANDUM

No. II-60

Interdepartmental Teaching Assignments

I. INTRODUCTION

It is the policy of the Missouri University of Science and Technology to encourage faculty members to teach courses in their areas of expertise even if this involves teaching outside of their home departments. Such a policy permits the efficient use of the broad talents of the faculty, aids in the equalization of teaching loads between departments, and assists the campus in meeting short-term changes in student demand.

Whenever possible, department chairs should make outside teaching assignments using the most qualified faculty member within the department to fulfill the assignment. The faculty member's interest in and desire to teach a course outside the department should be considered in making the assignment. However, it is recognized that needs may arise which will require faculty members to teach courses they consider less desirable than courses within the department. If at all possible, such assignments should be temporary. Because the faculty members involved are assisting the campus in resolving a campus-wide problem, such assignments should be recognized and rewarded by both the department receiving the service and the faculty member's home department. In addition, appropriate time should be made available for preparation and for accommodation of the procedures as well as the requirements of the receiving department.

To ease the transition of teaching a course outside the home department, efforts to team-teach courses and to provide an experienced mentor are strongly encouraged.

II. GUIDELINES

1. Department chairs may request that faculty members teach courses outside their disciplines for which the faculty members have clearly defined expertise as evidenced by:
 - a. Prior teaching experience;
 - b. Formal academic training;
 - c. Self-proclaimed competency.
2. Courses taught outside the home department will be given consideration as a part of the faculty member's teaching load and will be rewarded within the faculty member's home department on the same basis as a similar course within the discipline.
3. If the course is being taught for the first time, faculty members will be given the same considerations in work load, release time, and support as would be given for teaching a new course for the first time in their home department.

4. Teaching assignments outside the home department are to be given the same consideration relative to tenure, promotion, and salary increases as would be given to equivalent courses taught within the department.

EFFECTIVE DATE: Immediately

RESPONSIBILITY: Provost, Vice Provost for Academic Affairs, and Vice Provost for Global Learning

BASIS: Chancellor, upon the recommendation of the Faculty Senate



John F. Carney III
Chancellor