

WORKLOAD AND COURSE EQUIVALENCIES

College of Creative Studies

approved April 1, 2022

For lecturers teaching a full academic year (3 quarters), 9 IWC per year = 100% for the academic year.

DESCRIPTION OF INSTRUCTIONAL OFFERING***	VALUE
A. Instructional Workload Course (IWC)	1.00
Definition: Regularly scheduled instructional offering requiring significant academic preparation outside of class and meeting a minimum of three hours per week.	
B. Course Equivalencies (values are expressed in terms proportionate to an IWC)	
1. Studio/Lab (3 hrs/wk)	1.00
2. Seminar (3 hrs/wk)	1.00
3. Writing prose/verse (3 hrs/wk)	1.00
4. Symposia (3 hrs/wk)	0.25
5. Individual Tutorial Instruction	
	1-2 hrs/wk 0.30
	3-4 hrs/wk 0.53
	5-7 hrs/wk 0.90
	8-10 hrs/wk 1.35
	11-12 hrs/wk 1.73
6. Problem Sessions / Group Tutorials (4 hours)	0.75
C. Other Equivalencies	
1. Two-hour course requiring significant preparation outside class	0.67
2. Team-teaching a course (i.e. two lecturers equally sharing the teaching of one IWC offering)	0.67
3. Voluntary non-standard course (e.g. directed research, projects, industry internships, independent studies, etc.)	0.00
4. CCS Gallery director	1.00
5. Additional 3-hour session of studio class	0.50
6. Assigned special projects from the Dean	1.00/yr max
7. Academic Advising (requires attendance at Program Committee meetings)	0.17
8. Admissions (requires attendance at Admissions Committee meetings)	0.33 max

***Courses with variable units are not generally considered Instructional Workload Courses; therefore, Creative Studies courses are valued through Course Equivalencies.