**CBC Teaching Equity Policy**

**Approved: August 1, 2024 / Effective: September 1, 2024**

1. The normal teaching load for the Research Faculty is two courses, for the Teaching Faculty is 5 courses per academic year.
2. Teaching equity should be achieved annually, with long term equity and planning attained over 2-3 years.
3. Course size definitions:
   1. Large course = >100 registered students
   2. Medium course = 50-100
   3. Small course = < 50
   4. Some courses with smaller enrollments (50-100) may be classiﬁed as large courses based on major requirements or being time/labor intensive laboratories.
4. Research Faculty are expected to teach one large and one small course per academic year or two medium courses per academic year; Teaching Faculty generally teach four large and one medium or small course per academic year.
5. Classifications will be reviewed every 2 years by council for teaching equity and to determine whether changes in course categorization are merited.
6. Faculty can only buy out 1 course per year of teaching (see Additional Resources), and it cannot be combined with another source of course relief to result in no teaching obligations in one year, outside of a full year sabbatical. All relief requests are subject to approval and based on the needs of the department.
7. Sabbatical SAB and Teaching Release (TR) policy:

|  | **One quarter SAB or TR** | **Two quarters of SAB or TR** | **Three quarters SAB or TR** |
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| **Research Faculty** | Excused from small/medium course | Excused from medium/large course | Excused from both courses |
| **Teaching Faculty** | Excused from a medium course (or one large course if they are not assigned to any medium courses). | Excused from three large (or a combination of large and medium) courses. | Excused from all courses for the same academic year. |

1. Teaching load for Faculty with partial appointments will be directly proportional to percentage appointment in our department (e.g., a Research Faculty at 50% appointment corresponds to 1.0 courses each academic year, a 25% appointment corresponds to 1.0 courses every-other academic year). Faculty with partial appointments will alternate between teaching large and small courses (or medium course), such that their overall teaching load is simply the appropriate fraction of one large and one small courses (or two medium courses) per academic year.
2. All faculty should have input into their teaching assignments
3. All faculty should rotate out of a given course after 3-5 quarters of instruction if other qualiﬁed faculty express an interest in teaching the same course. Exceptions may be made for highly specialized courses or courses with signiﬁcant curriculum development.
4. All faculty should submit a 3-year teaching plan to their respective Section Chair in the Fall quarter of each year to be used when determining teaching assignments.
5. Prior to tenure, all faculty receive teaching relief for 2 courses, of which only 1 can be a large course. All relief requests are subject to approval and based on the needs of the department.
6. Every 3 years, teaching faculty may have reduced teaching load of 1 small course in one year if their 3-year historical average has been consistently high enrollment (> 200 students in 10 or more courses). Maximum of 1 course in 3 years.
7. Every 3 years, research faculty may have reduced teaching load of 1 small course in one year once 30 full-time student years of CHEM 299 enrollments is accrued (cumulative over time). Maximum of 1 course in 3 years.

Additional Resources:

UC San Diego Faculty FTE Leverage Program: Faculty may use extramural salary support to buy-out courses at the rate of one-sixth of the annual academic -year salary per course.

<https://aps.ucsd.edu/compensation/fsepflp.html#Faculty-FTE-Leverage-Program-Gu>

1. Things to consider if taking Teaching Relief:
   * GCCP: Anyone participating in GCCP is not eligible for teaching relief during the academic year, unless they are on a Full Sabbatical.
   * FSEP: Anyone participating in FSEP is not eligible for teaching relief in the same quarter as the requested FSEP.
2. Link to FSEP: <https://aps.ucsd.edu/compensation/fsepflp.html#Faculty-Salary-Exchange-Program>
3. Link to GCCP:
   * <https://aps.ucsd.edu/compensation/apo-salary.html#General-Campus-Compensation-Pla>
   * <https://aps.ucsd.edu/_files/compensation/GCCP_FAQ.pdf>
   * <https://aps.ucsd.edu/_files/compensation/gccp-implementation-guidelines.pdf>