

University of Denver	Overload Teaching Policy
Natural Sciences and Mathematics	March 2013

## 1. INTRODUCTION

### 1.1 PURPOSE

This policy sets forth the limits relating to faculty teaching courses over the base load stipulated by their department and the dean's office.

### 1.2 SCOPE

This policy applies to all faculty appointed by the Division of Natural Sciences and Mathematics (NSM).

This policy applies to all teaching requests made by any department or division within the University of Denver.

This policy pertains to courses taught during the fall, winter, and spring quarters/semesters. It does not apply to courses taught during the summer quarter/semester or the interterm periods.

### 1.3 EXCEPTIONS

The department chair and the dean may jointly grant exceptions to this policy on an individual case basis.

## 2. POLICY OVERVIEW

### 2.1 APPROVAL

All overload teaching assignments are subject to prior approval by the department chair and the dean. This includes teaching assignments for all other University of Denver academic units.

### 2.2 LIMIT PER YEAR

The annual maximum number of overload courses that a faculty member may engage in at the University of Denver is three above their required teaching load.

### 2.3 LIMIT PER ACADEMIC TERM

A faculty member may not teach more than three courses per term.

## 3. DEFINITIONS

Faculty - Includes lecturers, senior lecturers, postdoc lecturers, assistant, associate, and full tenured faculty with an appointment to the Division of Natural Sciences and Mathematics.