

**FACULTY CATEGORY OVERVIEW**

School/College: School of New and Continuing Studies

Use this to create faculty categories, define standard teaching loads for each category, and describe expectations for other aspects of faculty work. Some of this information may be available in annual performance review forms or other materials which detail expectations. Releases should not be part of the standard workload; releases are considered exceptions to the standard. That said, do include notes in the table or below it describing policies for when a faculty member is eligible for releases.

Faculty Type	Faculty Category	Teaching Load	Research, Scholarship, Artistic & Creation	Advising	Service
FT/NTT	Instructor	7	No research requirement; however, instructors are required to create, maintain, and update online course curriculum and materials for each course taught.	Some mentoring and career advising.	Standard responsibilities, including occasional service on committees.
PT	Instructor	Varies	None	None	None