CSBS Policy for Team Teaching

Team teaching is understood as having more than one faculty member teaching in the same course.

Requirements

1. Faculty involved should collaborate and integrate different perspectives and expertise into the class.
2. No more than three faculty members can be involved in a team taught course.
3. All faculty must be involved in the course through ongoing collaborative efforts. The team teaching policy does not apply to situations where faculty present occasional guest lectures.
4. Student enrollments in the course should be consistent with the university and department enrollment targets.
5. Faculty must have department head approval, and all department heads involved should review the syllabus for team taught classes prior to submission of schedules to the CSBS Dean’s Office.

Faculty Credit

Department heads in consultation with affected faculty involved in team teaching are responsible for developing how teaching credit is allocated, according to one of the following options:

1. Follow departmental documents for Non-Standard Teaching Equivalency Guidelines (i.e., Master Agreement Appendix L documents), when team teaching is included in the guidelines.

2. If departmental documents for Non-Standard Teaching Equivalency Guidelines do not address team teaching, faculty will split the credit for the team-taught class equally. Differential allocation of credit for the course can be negotiated with the Department Head if faculty are dividing the workload for the course responsibilities in a proportion that varies from an equal split.

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