



Academic Affairs
Faculty Senate

SCHEDULING OF INSTRUCTIONAL FACULTY FAM 665.7

GUIDELINES FOR SCHEDULING OF INSTRUCTIONAL FACULTY

Faculty shall not be assigned to teach more than four consecutive scheduled class hours without at least a one-hour break, and shall not be assigned more than six scheduled hours of instruction on a single day. They shall also have at least a twelve-hour break before teaching the next day. Faculty may request an exception in writing, subject to the approval of their department chair or school director, and their dean. Instruction involving laboratories, studio, rehearsals, field work, and supervised instruction is exempt from this requirement.