



DEPARTMENT OF COMPARATIVE LITERATURE  
4125 DWINELLE HALL, #2510

BERKELEY, CA 94720-2510

DEPARTMENT OF COMPARATIVE LITERATURE  
UNIT-18 INSTRUCTIONAL WORKLOAD

[The Department follows the L&S Guidelines for Course Work](#)

**Full Academic Year = Fall and Spring semester**

<b>Employed for the Full Academic Year 9/12 (TC 1630C)</b>			
<b>For courses with a 33% IWC</b>		<b>For Courses with a 40% IWC*</b>	
<b># of courses</b>	<b>Appointment %</b>	<b># of courses</b>	<b>Appointment %</b>
<b>6 courses</b>	100%	<b>5 courses</b>	100%
<b>5 courses</b>	83%	<b>4 courses</b>	80%
<b>4 courses</b>	67%	<b>3 courses</b>	60%
<b>3 courses</b>	50%	<b>2 courses</b>	40%
<b>2 courses</b>	33%	<b>1 course</b>	20%
<b>1 course</b>	17%		(averaged between both semesters)
	(averaged between both semesters)		



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Employed for a Semester-Only 1/10 (TC 1636C)			
For courses with a 33% IWC		For Courses with a 40% IWC*	
# of courses	Appointment %	# of courses	Appointment %
3 courses	100%	3 courses	120%
2 courses	67%	2 courses	80%
1 course	33%	1 course	40%

COURSE EQUIVALENCIES & WORKLOAD VALUES Description of the Instructional Offering			
One course that meets at least 3 hrs/week	33% or 40%*	Additional duties (e.g., weekly meetings with graduate students)  One hour per week	3.63%
One course that meets 2 hrs/week	25%	Additional duties with extensive outside preparation (e.g., science labs)  One hour per week	5.51%
Co-Teaching a Class:  Divided prep/lecture responsibilities (50% of 33%)	17%	Co-Teaching a Class:  Divided prep, & attend all lectures (67% of 33%)	22%

Additional duties of administrative educational nature, course development, or GSI supervision can be assigned and will follow [L&S Guidelines](#).

Combinations of courses at various IWCs may result in a total appointment that is lower than 100%