



DEPARTMENT OF GEOGRAPHY  
508 MCCONE HALL 94720--4740

## DEPARTMENT OF GEOGRAPHY UNIT-18 INSTRUCTIONAL WORKLOAD

The Department follows the L&S Guidelines for Course Work

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

Employed for a Full Academic Year 9/12 (TC 1630C)			Employed for a Semester-Only 1/10 (TC 1636C)	
For courses with a 33% IWC			For courses with a 33% IWC	
# of courses	Appointment %		# of courses	Appointment %
6 courses	100%		3 courses	100%
5 courses	83%		2 courses	67%
4 courses	67%		1 course	33%
3 courses	50%			
2 courses	33%			
1 course	17% (averaged between both semesters)			

COURSE EQUIVALENCIES & WORKLOAD VALUES Description of the Instructional Offering			
One course that meets at least 3 hrs/week	33%	Additional duties (e.g., weekly meetings with graduate students)  One hour per week	4.00%
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](#).*

**Geography courses that have higher percentages due to the nature of the instruction, where sections/ labs are taught by the primary instructor/ lecturer:**

**Geography 183 – Geospatial representations – 50 percent**

**Geography courses that have higher percentages due to the nature of the instruction, the structure of the course time is outside of the normal pattern:**

**Geography 181 – Urban Field Studies – 50 percent**

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