

School of Social Welfare

Unit 18 Instructional Workload Credits (IWC)

100% Workload - 6 courses with IWC equivalent of 1.0 per Academic Year

See UC-AFT contract Article 24-A.1a: The full-time (100%) instructional workload standard for Unit 18 Faculty for an academic year shall not exceed six (6) instructional workload credits over two (2) semesters, or

A.1c: A full-time course load workload for a 100%-time Unit 18 faculty member who teaches writing and foreign language courses will not exceed five (5) instructional offerings, classes, courses on a semester campus.

A.2a: For purposes of this Article, a course shall be valued at one instructional workload credit (IWC) when it meets the following definition: an instructional offering that is regularly scheduled, requires significant academic preparation by an individual Unit 18 faculty member independently (e.g. syllabus development, lesson planning for class meetings, and assignment development), office hours, and/or grading outside the class by the instructor, and meets a minimum of three (3) hours per week. Two or more sections of a course taught by one Unit 18 Faculty shall have the same IWC as two or more sections of a course taught by multiple Unit 18 Faculty.

Table 1. Lecturer IWC

Lecturer The Instructional Workload Credit	
Description of the Instructional Offering	IWC per Semester
A regularly scheduled instructional offering requiring significant academic preparation outside class and meets a minimum of three hours per week.	1.00
Two hour lecture per week requiring significant academic preparation outside of class.	0.75
One hour lecture per week requiring significant academic preparation outside of class.	0.50
Team taught three hours of lecture per week - When the faculty equally divide preparation and lecture responsibilities (e.g., two lecturers teaching one course)	$0.50 = 1.00 \times 0.50$
Team taught two hours of lecture per week - When the faculty equally divide preparation and lecture responsibilities (e.g., two lecturers teaching one course)	$0.375 = 0.75 \times 0.50$
Assigned Additional Duties - Typically, additional duties are not assigned to lecturers.	
School-appointed Service: • Committee attendance and admissions file review	0.0825

See UC-AFT contract Article 5-B: Field Work Consultants (2260, 2261, 2265, 2266) are academic appointees whose principal duties normally consist of consulting with social welfare agencies about arrangements for the field work course, advising and counseling graduate professional students about their programs, consulting with field work supervisors about the students' field work experience, and determining the field work grade. Other academic duties may include serving on academic and administrative committees.

Table 2. Field Consultant IWC

Field Consultant The Instructional Workload Credit		
% Time	Typical Job Duties Include	IWC per Academic Year
10%	Preparation and delivery of first and second year practicum integrative modules in collaboration with Practicum Director and Senate Faculty	6
20%	Practicum learning agreement reviews and check-ins, recommending practicum grades	
15%	Professional advising of students and identification, remediation, and problem-solving and/or appropriate escalation of practicum-based learning issues	
30%	Routine monitoring of practicum sites and supervisors to ensure and maintain program practicum education standards	
15%	Practicum placement assignment process and related activities for first and second year students	
10%	Participation—as assigned by Practicum Director— in field and school-wide instructional planning and improvement efforts and required trainings as needed, and other planning activities to enhance student learning and program quality as assigned by practicum director	