Department of Molecular and Cell Biology
College of Letters & Science
BERKELEY, CALIFORNIA 94720-3200

The Department of Molecular and Cell Biology
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	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.

The workload for Unit 18 lecturers teaching Bio1AL are:

Section 1

Hours	Description	Pct.	Subtotal	Total
3	Teach Lab Section	5.51	16.53	---
1.5	Attend Lab Lecture	3.63	5.445	---
3	Attend GSI Meeting	3.63	10.89	---
0.5	Additional Lab Prep	3.63	1.815	---
1	Additional Duties	3.63	3.63	**40%**

Section 2

Hours	Description	Pct.	Subtotal	Total
3	Teach Lab Section	5.51	16.53	---
1	Additional Duties	3.63	3.63	**20%**

Section 3

Hours	Description	Pct.	Subtotal	Total
3	Teach Lab Section	5.51	16.53	---
1	Additional Duties	3.63	3.63	**20%**

Section 4

Hours	Description	Pct.	Subtotal	Total
3	Teach Lab Section	5.51	16.53	---
1	Additional Duties	3.63	3.63	**20%**

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