

## Berkeley Law IWC's - Per Semester

One course that meets <i>a minimum</i> of 3 hrs/week Additional section of the same course	33% 33%
One course that meets <i>a minimum</i> of 2 hrs/week Additional section of the same course	25% 25%
One course that meets <i>a minimum</i> of 700 minutes/semester (typically 1 hr/week but some courses may have a condensed schedule) Additional section of the same course	17% 17%
Co-teaching a class: Divided prep/lecture responsibilities - workload is divided in half (50%) for two co-instructors, unless an unequal division has been agreed upon by the instructors. If additional instructors, divide proportionally.  Partial appointments are typically rounded up to the nearest whole percent (e.g. 8.5% becomes 9%).	Typically: 17% (3 hr/week class) 13% (2 hr/week class) 9% (1 hr/week class)
Additional duties (e.g., weekly meetings with graduate students): One hour per week (e.g., for 3/hrs week = 10.89, round up to 11%)	3.63%
Additional duties with extensive outside preparation: One hour per week (may be rounded up to 6%)	5.51%
[All decimals round to the nearest integer in calculating IWC]	

### WORKLOAD STATEMENT: FISCAL YEAR CLINICAL INSTRUCTORS

For Unit 18 members who teach primarily in the clinical program, not more than 6 IWCs (equivalent to up to 18 semester units) per academic year will constitute a full workload for that year.

Clinical instructors are those who teach primarily in Clinical Programs in which enrolled law students are trained to provide legal assistance to clients or client groups under faculty supervision. These clinics are often “live-client” and include such clinics as the Policy Advocacy Clinic, Environmental Law Clinic, Death Penalty Clinic, International Human Rights Law Clinic, and the Samuelson Law, Technology & Public Policy Clinic. Some of the clinics are associated with broader programs such as the Environmental

Law program or the Law & Technology program. In such cases, Unit 18 members may teach fewer units in clinical courses and have additional duties associated with the broader programs or be assigned other courses in the regular law school curriculum.

Clinical instructors help manage the case and project load of individual clinics, and to supervise student work on those matters undertaken by the clinics. This may include case or project selection, client contact, case preparation, court appearances, and document preparation and review. The extent and nature of these responsibilities will vary depending on the particular clinic. Some clinics mostly focus on litigation while others teach regulatory work or legislative drafting. The instructor is also expected to develop and nurture ongoing and consistent relationships with groups that might provide sources of clinic work.

Typically, clinical instructors will teach in at least one clinic each semester and have other duties, depending on the workload of the particular clinic and the broader program with which the clinic may be associated. The teaching units associated with live-client clinics vary from 4-6 per semester-long course. Student enrollment in each clinic may vary from semester to semester, but classes are typically fewer than 24 students.

Instructors with 11-month appointments will have additional duties in the summer months, such as managing any case that continues during the summer, and planning projects for the next academic year.