1. **Purpose**

The purpose of this regulation is to define the terms and limitations associated with teaching an Independent Study course.

2. **Scope**

This regulation applies to all instructional full-time faculty members employed at North Carolina Central University, including tenured, tenure-track and fixed-term faculty appointments.

3. **Definitions**

3.1 *Instructional Teaching Load:* The number of courses or semester credit hours each full-time faculty member is expected to teach in a semester or an academic year.

3.2 *Standard Annual Instructional Teaching Load:* The number of organized class courses a full-time faculty member is assigned during an academic year.

4. **Faculty Workload**

The normal instructional teaching load at NCCU is twelve (12) hours a semester for undergraduate courses and nine (9) hours a semester for faculty who only teach graduate courses. The instructional teaching load of faculty in professional schools is based on accrediting body requirements which may vary from the normal instructional teaching load at the University.
5. Independent Study Courses

5.1 A faculty member assigned a full load may teach one Independent Study course per semester with any exception requiring the approval of the respective dean.

5.2 Independent Study courses are excluded from the calculation of the instructional teaching load for the National Study of Instructional Costs and Productivity (Delaware Study), the data collection tool selected by the UNC Board of Governors for review and monitoring of instructional teaching load for full-time faculty.

5.3 Each College and School shall include an agreed upon listing of all independent study courses in the University Undergraduate Catalog and the Graduate School Course Catalog for courses that qualify as independent study courses for each respective College or School.

6. Compensation

Payment for teaching an Independent Study course shall be included in the faculty member’s annual salary. An Independent Study course does not qualify as an “overload contract” pursuant to Section 6.1.3 of the 2014 NCCU Faculty Handbook that would entitle a faculty member to receive a separate contract for teaching a course overload.