

Overload Teaching Policy

Course overloads (teaching beyond the normal two organized classes per semester) must be approved by the RTF Executive Committee on a course by course basis.

Faculty should submit a course description of the requested overload course, course/instructor survey summaries for the previous academic year, and any other material they believe is relevant to the RTF Executive Committee. The request should be made prior to the first registration period for the semester in question in order to ensure sufficient enrollment. Courses will not be listed without the faculty member supplying in advance the information noted above.