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Research Leave is granted in the sixth year of pre-tenure service, the tenure review will go forward and the time accrues towards tenure.

Parental Delay: A faculty member who is the primary care-giver for a newly born or newly-adopted child may postpone tenure consideration for up to one year even if no leave from the university has been taken.

The maximum number of years of delay will be two years and this will include all other types of leaves.

d. Accumulation of Service Toward Tenure: Faculty Members with Less Than Full-Time Teaching Duties

The faculty of American University includes some members who are designated as full-time but who teach less than a full load of courses while engaging in full-time scholarly work and teaching. Provided that they carry a minimum teaching load of five credit hours per academic year and participate actively in the governance of the Washington College of Law or of the University, such faculty members will accumulate credit toward tenure as if they were teaching a full load.

A rate of not less than one-half of the regular rate of accrual of credit toward tenure for full-time faculty members who are engaged partly in administrative, counseling, or other functions, or who do not work full-time in scholarship and teaching will apply, provided that the rate is agreed upon in writing at the commencement of such contractual period. No credit toward tenure shall be granted while a faculty member is on leave without pay.

e. Prohibition Against a Concurrent Tenured or Full-Time Appointment at Another Higher Education Institution

Regular faculty members who are teaching full time at the university, may not, during the term of their appointment, hold a tenured or full-time position on the faculty of another higher education institution.

15. Professional Obligations

The University expects that during the terms of their contract faculty members will devote themselves to teaching, advising students, scholarship, and University service in a fashion that is demonstrably full-time by any reasonable standard. Moreover, the University expects that a faculty member's professional relationship to the University will continue during vacation periods in such areas as preparation of courses, participation in professional development, reading and grading of comprehensive examinations, theses, and dissertations, as well as supervision of students in clinical

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and field components of courses.

Teaching at another college or university at any time requires the advance written approval of the dean of the Washington College of Law and the provost.

a. Teaching Responsibilities

Faculty members in the Washington College of Law are generally expected to teach each term, and teaching load shall normally be construed to be one of the following:

- an average of six scheduled class hours per week counting repetitions during the same term as one-half for this purpose;
or
- an average of nine scheduled class hours per week, counting repetitions during the same term at full value;
- in the case of faculty members teaching in the clinic, in addition to their client-based clinical course responsibilities, such faculty members shall teach at least one classroom course each academic year.

These teaching responsibilities are to be carried out in conjunction with the faculty member's research and service to the University and the Washington College of Law.

The University recognizes the diverse role assumed by individual faculty and encourages teaching units to develop procedures for determining faculty obligations. The dean of the Washington College of Law must assure that parity of faculty assignments is achieved. Reduced teaching loads based on a faculty member's involvement in research, University programs, or public service require the recommendation of the Committee on Rank and Tenure.

b. Overload Teaching at American University

The University discourages overload teaching assignments, with or without compensation, during the fall or spring semesters at American University on the grounds that such tasks might seriously impair the faculty member's ability to meet the criteria detailed in Sections 11 through 14 of this Manual. The approval of an overload teaching assignment during the fall or spring semesters must be justified on an emergency basis or in terms of the mission of the Washington College of Law and requires written approval of the dean. It is recommended that the above-mentioned concern be conveyed to the faculty member at the time of approval.

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16. Voting Faculty

In University-wide affairs, voting members of the University faculty include all full-time faculty members and emeriti/ae with the rank of Instructor or above. A faculty member on leave of absence from the University retains voting rights.

At the Washington College of Law, the voting members include all full-time faculty with the rank of Assistant Professor and above. Visiting faculty may vote in general meeting with the concurrence of the full-time faculty. A faculty member having a joint appointment will have voting privileges in the affairs of the Washington College of Law only if that is the unit of that faculty member's principal appointment. S/he may participate in the internal affairs of the other unit or units in which appointment is held only at its discretion.

17. Leaves of Absence

a. Justification for Leave

The University endeavors, to the extent which is possible and practicable, to allow for full-time members of the faculty to be released temporarily from their assigned duties for activities such as:

- study in institutions of higher learning for the purpose of completing requirements for a higher degree or for post-doctoral study;
- research and writing, scholarly, and creative activities;
- teaching as a visiting member of the faculty of another college or university;
- service in government and other public or private agencies if such service is clearly related to the teaching assignment or research interests of the faculty member;
- military service and essential national defense activities;
- recuperation of health;
- temporary residence in another area when a spouse's employment and consequent family considerations require that a