

COURSE RELEASE POLICY

College of Business

Beginning with the Fall 1998 term, anyone assigned to the Pensacola Campus who teaches a COB course, regardless of level, at the OWCC/Eglin locations will receive one credit toward a future, one course release. Anyone assigned to the OWCC/Eglin locations who teaches a COB course, regardless of level, in Pensacola will receive one credit toward a future, one course release. These courses will be referred to as “off site” courses for the purpose of this policy.

Anyone, regardless of location assignment or level, who teaches a COB course in a simultaneous two-way, audio/video format to more than one site will receive one credit toward a future, one course release. These courses will be referred to as “distance learning” or “DL” courses for the purpose of this policy.

Anyone who teaches a course which is open to graduate students only at the 5000 level or higher will receive one credit toward a future one course release (courses that are dual listed with an undergraduate level course number will not count for this program unless they are taught off site or through distance learning as described above). These courses will be referred to as “graduate” courses for the purpose of this policy.

No more than one credit toward a future course release can be earned in a single semester (fall, spring, or summer) regardless of the number of opposite campus courses and/or graduate courses taught during that term.

After a faculty member has earned six credits, a course release may be offered by the faculty member’s chair, if departmental coverage can be maintained, in a future term where the faculty member’s normal assignment would have been either three or four courses. A course release cannot be taken in a term where the faculty member’s load is already scheduled to be two or fewer courses. Course releases cannot be stockpiled to be taken in mass. No more than one course release can be taken under this program in a given term and no more than one course release under this program can be taken in a single academic year (9 month period covering fall and spring). No course releases can be taken during the summer, although they may be earned during the summer.

It will be up to the chairs of the departments to keep track of the credits earned by their faculty and make sure that this release policy is not abused.

Approved by the Department Chairs: August 20, 1998
Approved by the COB Council: August 28, 1998