Workload Standard: Department of German

A departmental committee made up of all the current full-time faculty members has met to discuss the issue of a departmental workload standard and there was unanimous agreement on the following considerations.

In principle, the committee recognizes the desirability of the well-rounded scholar who contributes to the academic life of the university in the three areas of teaching, scholarship and service according to the ratio 40-40-20 respectively.

A normal teaching load represents 2.0 courses in a given academic year with the exceptions mentioned below. In addition every colleague may be asked to offer a reading course if circumstances so demand or as circumstances permit.

Each colleague is expected to assume supervisory responsibilities at both the undergraduate and graduate level according to student demand and preference and as the overall workload of each colleague permits.

Each colleague is expected to be engaged in scholarship and to disseminate the results of this research in appropriate publications and at appropriate national and international conferences.

Colleagues are expected to contribute to the committee work of the University and to do their share of those tasks necessary for the successful operation of the Department, the University and the discipline in general.

The Department assumes that all colleagues will be engaged in the three areas but also recognizes that the ratio may alter at the various stages of an individual colleague's career or at the request of a colleague.

In the past, the Department has endeavoured to adhere to the 40-40-20 model. The one significant change at this time has been our decision to reduce the normal teaching load from 2.5 courses to 2.0 courses in response to an initiative of the Dean of Arts and Science.

The exceptions to the 2.0 course load include those colleagues who have an exceptional administrative load, i.e., the Head of Department and the Graduate coordinator. In recognition of this added responsibility the Head will receive a half-course reduction to 1.5 courses and the Graduate coordinator a quarter-course to 1.75. In practice this means that the Graduate coordinator will teach 1.5 and 2.0 courses in alternate years.

Should it happen that, owing to this reduction in teaching load, it becomes impossible in a particular year to find staff for the minimum level of courses that our Department must offer, colleagues may be asked to teach an additional half course, it being understood that the

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colleagues with the lightest load of graduate thesis supervision should be asked first. An effort will be made to compensate any colleague who teaches above 2.0 in a particular year by means of a corresponding teaching reduction in the following year.

The Department views its academic program obligations as follows:

a) **Undergraduate:**

To qualify students to complete all requirements for a German major or medial in the BA honours program and for a German minor concentration in the general BA program by helping them master both the written and spoken languages and by providing a survey of literary and cultural history from the early Middle Ages to the present;

to equip them with the necessary skills and knowledge to deal with both the German language and its literature at a suitable level;

to encourage a greater appreciation of German culture and civilization.

a) **Graduate:**

to qualify students to complete all requirements for the degree of MA and PhD by familiarizing them in principle with the most important texts and contexts of literature in German since the Middle Ages and in detail with the most important texts and contexts of literature in German during the past three centuries;

to provide them with the necessary scholarly, critical, and theoretical skills to deal with this literature with an appropriate degree of sophistication;

to familiarize them with didactic theory and methodology and to develop their teaching skills in appropriate areas;

to propagate the advanced study of German literature, language and culture in all professionally appropriate ways.

All full-time faculty members of the Department of German have ratified the workload standard.

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