Regulations Related to Monitoring Faculty Teaching Workloads

I. Procedures for Collecting Data

A. Data Collection Format

The University of North Carolina campuses will use the National Study of Instructional Costs and Productivity (Delaware Study) Data Collection Form for reporting.

B. Data Consistency

UNC campuses will follow the Delaware Study data definitions to complete the Data Collection Form.

To further ensure consistency, the following University of North Carolina defined Instructional Formats will be reported to the Delaware Study as an "Organized Class":

- Lab
  A course requiring scientific- or research-focused experiential work where students test, observe, experiment, or practice a field or discipline in a hands-on environment, typically held in 210 designated spaces.
- Studio
  A course requiring visual- or aesthetic-focused experiential work where students test, observe, experiment, or practice a field or discipline in a hands-on environment.
- Lecture
  A course requiring the extended expression of thought supported by generally-accepted principals or theorems of a field or discipline led by an expert or qualified representative of the field or discipline.
- Seminar
  A course requiring students to participate in structured conversation or debate focused on assigned readings, current or historical events, or shared experiences led by an expert or qualified representative of the field or discipline.
- Lecture and Lab
  A course that requires the combined attributes of a Lecture course and a Lab course.
- Recitation
  A course requiring the extended expression of thought supported by generally-accepted principals or theorems of a field or discipline led by a teaching assistant or instructor under the guidance of a permanent faculty member, which often supplements or expands upon the content of a related or co-requisite course.

C. Reporting Timeline

UNC campuses will submit annually the preceding fall Instructional Courseload (Part A) data of the Delaware Study at the same time, usually at the end of January, the Instructional Courseload (Part A) and Cost Data (Part B) is submitted for the preceding fiscal year.