Faculty of Law

Workload Policy

2007

This policy is designed to encourage good faith performance of academic tasks, while allowing some freedom and flexibility for staff to manage their workload in a way that is most effective for them and of benefit to the Faculty as a whole.

Traditionally, workload has been divided into Teaching, Research and Administration, and at least a satisfactory contribution in all areas is expected. An outstanding or superior contribution is required for career progression.

Provided that there is evidence of such performance, then flexibility may allow an individual to excel to a greater extent in one area than in the others. This policy seeks to promote research productivity and to encourage innovation in approaches to teaching law, while also allowing for an appropriate contribution to administration. Subject to the discretion of the Dean, the policy will be implemented by the Pro-Deans.

1. Teaching

1.1 When the change for UG classes from 8 to 6 credit points is complete, the normal teaching load will be 6 hours per week each semester. Until then, 8 hours will be the normal teaching load. One consequence of this change is that class sizes will be larger, except in introductory subjects.

During the transition, some teachers will have fewer hours because their subjects have already moved to larger groups and 6 credit points.

By the time the move to 6 credit points is complete all compulsories will be taught 3 hours a week for 13 weeks.

1.2 Each staff member will normally be expected to teach at least 1 group in an UG compulsory or a large elective (ie 50 students or more) each year. This expectation will be subject to other commitments, arranged by agreement with the Dean.

1.3 UG compulsory subjects may be taught in different ways, including seminars or lectures/tutorials, depending on factors such as staff availability, total unit enrolment, and preferred teaching style. Staff may discuss alternatives and reach agreement with the Pro-Dean (Teaching).

1.4 Units with an enrolment below 20 students will not generally be scheduled every year.
2. Research

2.1 It is expected that all staff will be engaged in productive research. Examples of research productivity include:

- Publication of journal articles
- Publication of books, or chapters in books.
- Research-led teaching
- Applications for grants
- Supervision of research students

2.2 Supervision of research students is encouraged and expected. Expectations about numbers of students to be supervised will vary according to the supervisor’s level of seniority. However, no staff member is required to supervise more than 4 LLM or PhD thesis students at one time.

2.3 Staff who are not productive researchers should talk with their PM&D reviewer, one of the Pro-Deans or the Dean, about strategies for assisting them.

3. Administration (for example, membership or chairing of committees, acting as course co-ordinators, or serving in positions such as Pro-Dean or Associate-Dean)

3.1 It is expected that all staff will carry an administrative load appropriate to their level.

3.2 Administrative roles are advertised in advance for expressions of interest and will be determined in consultation with the Dean.