

Policy

POLICY TITLE: Directed Reading Course Policy
CATEGORY: Academic
RESPONSIBILITY: Academic
OWNER: Associate Dean Academic
APPROVED BY: Academic Council
APPROVED DATE: December 11, 2020
LAST REVIEWED:

Introduction

Reading courses are offered as individual instruction on a case-by-case basis as needed to enable a student to complete his/her academic program in a reasonable time frame.

A directed reading course will have 5 or less students.

- Undergraduate courses with fewer than 15 registrants will not normally be offered but when one is and when there are 5 or fewer registrants in the course, the course will be treated as if it were a directed reading course.
 - Faculty member can report directed reading courses as service to the university in their annual review form.
 - When a faculty member has taught a cumulative of 5 directed-reading courses, this will count as one course (3 credit hours) and can be used in the next Academic Plan to reduce his/her teaching load.
 - This policy begins on January 1st, 2021.
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- The Associate Dean Academic shall approve all requests to offer directed reading courses.
 - The Associate Dean Academic may request a faculty member to teach a directed reading course from time to time.
 - Faculty members shall have the right to refuse directed reading courses if they have reasonable ground for not doing, but faculty members shall not unreasonably withhold consent.