

# CAS Team Teaching Policy

In recognition of the value of interdisciplinarity and an effort to create more flexible teaching and learning opportunities for faculty and students, the policy outlines allowable team-teaching arrangements for faculty and graduate students both within and between departments and programs in the College of Arts and Sciences.

- Team-teaching assignments must be approved by the Dean's Office and the chair/director or chairs/directors of both instructor unit(s).
- Team-teaching assignments are approved on a per-semester basis. Requests to repeat a previously approved team-teaching assignment must include evidence of teaching effectiveness from prior experience(s) (e.g., end-of-term course feedback surveys, peer evaluations, etc.).
- Team-teaching arrangements between the College and other SLU Colleges/Schools will be considered, but such arrangements must be approved by the Dean's Office.
- Normally, team-taught courses are limited to two instructors. Any other arrangement must be approved by the Dean's Office.
- The Dean's Office will restrict the number of instructors who are approved to team teach a course in any given academic year as an effort to reduce the stress on department teaching resources.

The following policies will guide team-teaching assignments:

## **Sequential**

A sequential team-taught course is one in which each instructor is responsible for a portion of course instruction and evaluation of student work. Attendance by each instructor is only required for their portion of the class sessions.

- *Minimum Enrollment:* A sequential team-taught course must meet the minimum enrollment for single-instructor courses (12 undergraduate students or 5 graduate students).
- *Workload:* Workload will be determined by the Dean's Office in keeping with Department, College, and/or University policies.

## **Integrated**

An integrated team-taught course is one in which members of the instructional team actively participate in all phases of the course, including development of course materials, evaluation of student work, and attendance in and preparation for all class sessions.

- *Minimum Enrollment:* An integrated team-taught course must meet the minimum enrollment for single-instructor courses (12 undergraduate students or 5 graduate students).
- If instructors are from different units, each unit should consider having a separate, cross-listed designation for the team-taught course.
- *Workload:* Workload will be determined by the Dean's Office in keeping with Department, College, and/or University policies.

**Written requests should be submitted via the [CAS Team Teaching](#) Google Form by January 1 to request approval for team teaching in the upcoming academic year.**

**Requests must include:**

- Approval by the chair/director or chairs/directors of both instructors.
- Assurance that the team-teaching format will neither require additional Department/College resources nor prevent the unit(s) from meeting overall teaching needs.
- Intellectual, pedagogical, and/or logistical justification for the team-teaching format.
- Estimate of projected enrollment.
- Assurance that the totality of course prep, grading, and management are equally shared by all instructors.
- If previously team taught, evidence of teaching effectiveness.