

POINTS NEEDED TO EARN A COURSE REDUCTION

Points apply to teaching that occurs **outside** the classroom environment and cannot be considered part of the 12.5% given to each course.

The points count upon completion of a student's work. Once 15 points are reached, the faculty member may receive a one course reduction in the next semester. Under special circumstances, the needs of the department may require delaying this reduction. Each faculty is responsible for keeping track of the names of the students and the point accumulation. This list must be submitted upon the request for the reduction.

Dissertation director:	
Defense of prospectus	1 point
Completion of dissertation	3 points
Other dissertation committee members:	
Completion of dissertation	1 point
M.A. thesis advisor	1 point
Honors/senior thesis advisor	1 point
Independent study/2 nd readers	.5 point
Graduate exam committee member	.5
Grad exam committee director	.75