Teaching

Librarians are encouraged to teach credit courses which broaden their professional experience and benefit the Indiana University academic community. Normally librarians teach credit courses as adjunct appointees.

There are two categories within which librarians teach:

1. Teaching is included in the position description. Teaching in this category is usually restricted to subject bibliography or advanced subject library research courses which are a logical extension of a librarian's reference or collection development functions. There is no additional compensation, but reasonable time is allowed for class preparation, and support is provided by the Library or department in question for preparing syllabi, handouts, and other course materials.

   Evaluation: Teaching in this category is evaluated for promotion, tenure, and merit increases by the Libraries as part of performance.

2. Teaching is not included in the position description. Teaching in this category is usually for the School of Library and Information Science or for other academic departments. Teaching is on an overload basis and is compensated. (Librarians should consult the Dean of the Faculties Office about the amount of overload they are permitted to undertake.) Class preparation and teaching are done in addition to the librarian's responsibilities. The librarian negotiates the following with the department for which the course is taught: the frequency with which the course is taught, the number of credit hours taught per semester, class size, class meeting time, office hours, support services, rank, duration of appointment, and compensation.

   Evaluation: Teaching in this category is evaluated by the department for which the course is taught. The librarian may submit teaching evaluations or evidence of preparation as documentation for promotion, tenure, and merit increases in the Libraries as part of service or professional development.

For additional information on policies related to teaching, consult the Academic Handbook and the Libraries Human Resources Officer.