

2.2.4 Team Teaching

Team teaching can be a significant component of faculty development, interdisciplinarity, and collaboration. It can also be expensive, and may focus high impact teaching on a smaller number of students than would be served through single teacher instruction. The goal of this protocol is to enhance the benefits to SMC of team teaching while minimizing the detriments.

Several models of collaborative teaching and learning exist. For instance, faculty may choose to bring individual courses together occasionally or on a regular basis for joint presentations or projects. Staff members may choose to co-facilitate class sessions or accompany faculty on travel courses. This protocol addresses those situations in which there is more than one instructor of record and/or considerable resource implications of the collaboration. The following situations may warrant approval of team teaching:

1. Development of faculty expertise in new content and/or pedagogy, as in the mentoring of new faculty in Collegiate Seminar.
2. Fostering cross-disciplinary or School collaborations in a manner that enhances academic rigor and student achievement.
3. Providing adequate instruction and supervision in travel courses.

Course proposals for team teaching wherein each instructor receives compensation normally should be made in the following manner:

1. The recommending Chair or Director submits a request to the Dean or Vice Provost at least one month in advance of their deadlines for course schedules. The request should include information regarding the anticipated benefit to be derived from the team teaching and the significance of that benefit to SMC.
2. The relevant Vice-Provost, in consultation with the Dean, will make a final decision.

Among the factors to be taken into consideration;

- a. Is course required for graduation?
- b. Can the course be taught by a single faculty member?
- c. What are the benefits to be derived from team teaching?
- d. Is this a one-time request?
- e. What are the costs?

3. For courses requiring travel abroad, the College will support travel and room and board for a second responsible College employee. If the employee is a staff member, permission of the appropriate supervisor(s) is required. Payment as a second instructor, however, will follow the guidelines above, and will be the exception, rather than the rule.

Approved by the Council of Deans and forwarded to the Jan Term Committee for review, February 2012. Adopted January 1, 2013.