Fixed Term Faculty FTE Guidelines

Fixed-term faculty FTE is usually based on teaching 6 courses per year (3/3 teaching load).

**Academic Year Appointment:** (if the individual is hired for the entire year)

- 1 course = .167 (1 course in fall OR 1 in spring)
- 2 courses = .33 (1 course per semester)
- 3 courses = .50 (2 courses in fall, 1 course in spring or vice versa)
- 4 courses = .67 (2 courses in fall, 2 courses in the spring)
- 5 courses = .84 (3 courses in fall, 2 in spring or vice versa)
- 6 courses = 1.0 (3 courses in fall, 3 courses in spring)

**Semester Appointment:** (if the person is hired for one semester **ONLY**)

- 1 course = .167
- 2 courses = .33
- 3 courses = .50