

Full-Time Equivalent (FTE) Calculation Standard for Instructional Faculty Positions
University of Texas at Dallas
Effective January 1, 2015

Effective January 1, 2015, the following tables will be used by all schools to determine FTE levels for faculty positions. Table 1 list the FTE % for Fall and Spring semesters, and Table 2 is for the Summer semester. Due to compliance expectations set forth under ACA, the FTE calculation in Table 1 and Table 2 must be consistently followed to avoid potential penalties under ACA. Deviation from these tables is not permitted.

Table 1		UT Dallas - Approved FTE Calculation - Spring and Fall Semesters					
SCH	TEACHING	PREP/GRADING	MEETING	OFFICE	OTHER	TOTAL WEEKLY HOURS	FTE
1	1.00	1.00	1.00	1.00	-	4.00	0.100
2	2.00	2.00	1.00	1.00	0.67	6.67	0.167
3	3.00	3.00	1.00	1.00	2.00	10.00	0.250
4	4.00	4.00	1.00	1.00	3.33	13.33	0.333
5	5.00	5.00	1.00	1.00	4.67	16.67	0.417
6	6.00	6.00	1.00	2.00	5.00	20.00	0.500
7	7.00	7.00	1.00	2.00	6.33	23.33	0.583
8	8.00	8.00	1.00	2.00	7.67	26.67	0.667
9	9.00	9.00	1.00	2.00	9.00	30.00	0.750
10	10.00	10.00	1.00	2.00	10.33	33.33	0.833
11	11.00	11.00	1.00	2.00	11.67	36.67	0.917
12	12.00	12.00	1.00	2.00	13.00	40.00	1.000

A Dean may substitute teaching hours for equivalent or additional duties outside the classroom. Example: The Dean may appropriately increase the hours of a lecturer with additional duty for course development.

Table 2		UT Dallas - Approved FTE Calculation - Summer					
SCH	TEACHING	PREP/GRADING	MEETING	OFFICE	OTHER	TOTAL WEEKLY HOURS	FTE
1	1.50	1.00	1.00	1.00	-	4.50	0.113
2	3.00	2.00	1.00	1.00	-	7.00	0.175
3	4.50	3.00	1.00	1.00	0.50	10.00	0.250
4	6.00	4.00	1.00	1.00	1.33	13.33	0.333
5	7.50	5.00	1.00	1.00	2.17	16.67	0.417
6	9.00	6.00	1.00	2.00	2.00	20.00	0.500
7	10.50	7.00	1.00	2.00	2.83	23.33	0.583
8	12.00	8.00	1.00	2.00	3.67	26.67	0.667
9	13.50	9.00	1.00	2.00	4.50	30.00	0.750
10	15.00	10.00	1.00	2.00	5.33	33.33	0.833
11	16.50	11.00	1.00	2.00	6.17	36.67	0.917
12	18.00	12.00	1.00	2.00	7.00	40.00	1.000

A Dean may substitute teaching hours for equivalent or additional duties outside the classroom. Example: The Dean may appropriately increase the hours of a lecturer with additional duty for course development.