

Frequently Asked Questions

1. If a part-time instructor holds a regular full-time position at another district, should the work done as a part-timer be considered overload and excluded from the Part-Time FTEF calculation?

Answer: No, the work performed by the part-time instructor should not be considered overload and excluded from the Part-Time FTEF calculation. According to the regulations, each district is treated as a separate entity, making the two jobs independent of each other. Therefore, the jobs would be reported separately for the purposes of the FT Faculty Obligation. One district would report the instructor as a full-time faculty, while the other district would count them as a part-time instructor.

2. Can Load Banking count towards the FT Faculty FTEF?

Answer: As the instructor is banking hours via overload they should continue to be counted as one (1.0) while the hours are being banked (overload is excluded by regulation). However, if in the following fall the instructor chooses to take the semester off with his/her banked hours then that instructor can continue to be counted as a FT faculty member (the instructor is still a FT faculty member on the payroll). The replacement, whether full-time or part-time, would be excluded from the calculation.

3. How are instructors' reduced loads due to medical circumstances treated when calculating FTEF for Full-Time Faculty according to the FT/PT regulations?

Answer: The FT/PT regulations currently do not indicate how an instructor's reduced load due to medical circumstances is treated when calculating FTEF attributable to Full-Time Faculty. However, according to the Legal Office, if a full-time instructor's load has been reduced and their classes are being covered by a part-time instructor while their salary is maintained through sick leave time, the instructor should still be counted as if they were not on reduced load. The expectation is that the full-time instructor will eventually return to their full or regular load and continue to be paid at their regular rate. The FTEF of replacement faculty, whether full-time or part-time, should be excluded from the computation. It is important for the district to apply this approach reasonably, taking into account the length of the reduced workload and the number of instructors counted in this manner.

4. Do the failed search count towards our FON?

Answer: Failed recruitments do not count toward the FTEF used to determine the FON.