1. **Is part-time faculty applicable?**
   
<table>
<thead>
<tr>
<th>Y</th>
<th>N</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(circle)</td>
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</tbody>
</table>

2. **Total Number of Part-Time Faculty**
   
   Enter the combined total of:
   a. those who teach on a part-time basis during the year,
   b. those teaching full-time for only part of the year.

   DO NOT count full-time faculty on sabbatical leave who may teach part of the year.
   DO NOT include on-site field supervisors.

3. **Full-Time Equivalent (FTE) of Part-Time Faculty**
   
   Divide the total number of courses taught by all part-time faculty by the average teaching load of a full-time faculty member.