1. **Is part-time faculty applicable?**
   - **Y**
   - **N**
   (circle)

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.