

IRP@FHDA

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From: Lourdes Del Rio-Parent, PhD, Sr. Research Analyst/Data Warehouse Coordinator FHDA

Date: 14 February 2017

Re: Credit hours for faculty included in the MIS staff report for fall 2016

This document provides information for credit hours taught by full-time and part-time faculty at Foothill College or De Anza College during the fall quarter of 2016. The information was originally requested by the Fiscal Standards and Accountability Unit of the California Community Colleges Chancellor's Office (CCCCO), and it relates to full-time and part-time instructional faculty that were included in the district's *Fall 2016 Full-Time Faculty Obligation (FTO)* report.¹

Table 1 shows the figures requested by the CCCCCO. Table 2 shows data disaggregated by college, including contact credit hours for overload assignments; credit hours for overload assignments were not included in data shown in Table 1.² Figure 1 in Appendix A shows the Banner form used to enter or view data for instructional hours.

Table 1. Total Credit Hours by Faculty Classification

Total hours of credit instruction taught by:	
1. Full-time faculty	79,193.76
2. Part-time faculty	84,995.11
3. Full-time and part-time faculty (line 1 plus line 2)	164,188.87
Percentage of credit instruction taught by full-time faculty (line 1 divided by line 3)	48%

¹ Only full-time employees or part-time faculty with an active assignment and an encumbrance by November 1 of 2016 (date the data was extracted) were included in the FTO report for 2016.

² Based on instructions by the CCCCCO through email on February 13 of 2016, "For example, as you currently do in your full-time faculty obligation reporting, exclude full-time faculty overload from the calculation."

Table 2. Total Credit Hours by Faculty Classification and Institution, Fall 2016

	Faculty Headcount	Total Contact Credit Hours	Percent for Hours
<i>Foothill College</i>			
Full-Time Faculty			
Regular or not paid	143	29,724.27	42%
Overload (not included in report)	68	5,431.00	8%
Part-Time	354	35,005.63	50%
Subtotal		70,160.90	100%
<i>De Anza College</i>			
Full-Time Faculty			
Regular or not paid	224	49,469.49	47%
Overload (not included in report)	98	6,561.42	6%
Part-Time	486	49,989.48	47%
Subtotal		106,020.39	100%
<i>FHDA CCD</i>			
Full-Time Faculty			
Regular or not paid	367	79,193.76	45%
Overload (not included in report)	166	11,992.42	7%
Part-Time	827	84,995.11	48%
Total		176,181.28	100%

Appendix A

Figure 1. Banner Form (SSASECT) for Assigned Instructional Hours by Section, Session, and Faculty

Oracle Fusion Middleware Forms Services: Open > SSASECT

File Edit Options Block Item Record Query Tools Help

Schedule SSASECT 8.7 [C3SC:8.10] (PROD)

Term: 201721 CRN: 20405 Create CRN: Copy CRN: Subject: ENGL Course: F209. Title: INTRO TO COLLEGE READING

Course Section Information Section Enrollment Information Meeting Times and Instructor Section Preferences

Times and Instructors Scheduler Preferences

Meeting Times

Meeting Dates Meeting Location and Credits

Session Indicator	Automatic Scheduler	Building	Room	Schedule Type	Include Break Time	Break Minutes per Day	Break Override Minutes	Hours per Day	Hours per Week	Total Contact Hours	Session Credit Hours	Partition Details	Room Attribute Details
01		FH	6306	02	<input checked="" type="checkbox"/>	10		2.00	4.00	46.68	5.000		
02		FH	6306	02	<input checked="" type="checkbox"/>	0		1.00	1.00	11.67	.000		

A.1 Contact hours are assigned at the session or meet level.

Instructor

Session Indicator	ID	Instructional Workload	Percent of Responsibility	Primary Indicator	Instructor Conflict Override	Percent of Session
01	McCormick, Katherine C.	.125	58			100
02	Fong, Valerie L.	.125	100			42

A.2 Instructors can be assigned to one or more sessions or meets. "Percent of Responsibility" and "Percent of Session" are used to calculate hours assigned to an instructor.

Scheduler Status: press LIST for valid codes.
Record: 1/2 | ... | List of Valu... | <OSC>

Notes
Instructional hours assigned to a faculty are calculated by multiplying the hours for the session or meet (A1) times the product of the "Percent of Responsibility" and "Percent of Session" (A2).