

## Effort Assigned per Academic Affairs Policy Manual – FACS College Summary

Exceptions to instruction assignment outlined below can only be granted by the Dean on a case-by-case basis, per the UGA policy. Any course release must be documented, in writing, approved and signed by the Dean, prior to submission of a grant application.

### 1.07-6.0 Effort Assignment for Instructional Activities

<http://provost.uga.edu/index.php/policies/academic-affairs-policy-manual/1-07-8-effort-assignment-for-instructional-activities>

#### a. Academic Year (9 month contract) Faculty:

For faculty with 50% of time assigned to Research and 50% of time assigned to Instruction.

Full-time faculty on academic contract whose EFT assignment is equally divided between teaching and research/service have an instructional EFT of .375 which provides for four 3-credit hour courses across the fall and spring semesters plus other instructional activities.

***So, dividing .375EFT by two, a one course\* equivalent is .1875 EFT.***

***If you want to consider percentage of time (%), not EFT, then dividing 50% of time (teaching two courses per semester plus other instructional activities), one course is 25% time.***

Full-time faculty on academic contact whose EFT assignment is 100% instruction have responsibility for 24 credit hours or 4 courses per term (.75 EFT) during fall and spring semesters **plus other instructional activities**.

#### b. Fiscal Year (12 month contract) Faculty:

Full-time faculty on fiscal contract whose EFT assignment is equally divided between teaching and research/service (.50 EFT) have responsibility for 16 credit hours or five 3-credit hour courses during the 12-month contract year (two across the fall and spring semesters and one in the summer).

***So, dividing .50 EFT to teach five courses during 12-month contract year by two, a one and ½ course\*\* equivalent is .25 EFT (\*\*the additional summer months teaching).***

***If you want to consider percentage of time (%), not EFT, then dividing 50% of time (teaching two courses per fall and spring semester, and one summer school, plus other instructional activities), one and ½ course is 25% time.***

Full-time faculty on fiscal contract whose EFT assignment is 100% teaching have the largest credit hour responsibility at 32 credit hours (1.00 EFT) or ten 3-hour courses during the contract year.

***This translates to 12 month faculty teaching four courses\* per fall and spring semester and two summer school courses\*. \*assume a course is 3-credit hours***

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