### Printed Label Definitions for APDB Faculty Assignments by Department (FAD) Report

(authored by CSU San Luis Obispo Institutional Research with additional text by CSU Chancellor’s Office)

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty ID</td>
<td>Social Security number</td>
</tr>
<tr>
<td>Name</td>
<td>Faculty name</td>
</tr>
<tr>
<td>Range Code</td>
<td>Faculty rank (see explanation of categories on page 3)</td>
</tr>
<tr>
<td>TSF</td>
<td>Total Support Fraction (IFF + IAF + OSF)</td>
</tr>
<tr>
<td>IAF</td>
<td>Instructional Administrative Fraction</td>
</tr>
<tr>
<td>ADM-LVL</td>
<td>Administrative Level of IAF (12-mo. or AY Dept. Head, etc.)</td>
</tr>
<tr>
<td>OSF</td>
<td>Other Support Fraction (reimbursed or non-instructional fund)</td>
</tr>
<tr>
<td>IFF</td>
<td>Instructional Faculty Fraction (total &quot;teaching&quot; workload)</td>
</tr>
</tbody>
</table>

### First Line of Column Headings (Faculty)
- Faculty ID = Social Security number
- Name = Faculty name
- Range Code = Faculty rank (see explanation of categories on page 3)
- TSF = Total Support Fraction (IFF + IAF + OSF)
- IAF = Instructional Administrative Fraction
- ADM-LVL = Administrative Level of IAF (12-mo. or AY Dept. Head, etc.)
- OSF = Other Support Fraction (reimbursed or non-instructional fund)
- IFF = Instructional Faculty Fraction (total "teaching" workload)

### Second Line of Column Headings (Faculty)
- Assigned Time Activity = (see list of printed acronyms on page 3)

### Third Line of Column Headings (Sections Taught)
- COURSE ID = Course abbreviation + number + suffix
- SECT = Course section number
- HEGIS = HEGIS discipline code (federal and CSU reporting)
- LVL = Course level (P=post-bacc, 1=lower; 2=upper, 3=graduate)
- ENR = Enrollment in section as of census date
- LS = Line Sequence Number from original (section file) transaction

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### Notes
- CS = Course Classification (CS) number (e.g., 01 thru 04=lecture, 15 & 16=science lab)
- A-CCU = Adjusted Segment Credit Units (for CS Number shown on immediate left)
- DAYS = Meeting Days ("to be arranged" hours will show as TBA)
- BEG = Class Begin time (hh:mm format to nearest 5 minutes)
- END = Class End time (hh:mm format to nearest 5 minutes)
- TBA = TBA Hours (additional face to face instruction that is not pre-scheduled)
- FACIL = SFDB facility/building ID (number + suffix, 990=off campus, 998=unknown, et al)
- SPACE = SFDB space/room ID (number + suffix)
- TYPE = Space/room type (LECT=lecture, LAB=lab, NCAP=non-capacity, MM=multi-media)
- GRP = Group Code Number (3 digit # when same class is offered under 2 or more different sections, i.e., has been group code linked with that other section(s) )
- TTF = Team Teaching Fraction (proportion of teaching credit for team-taught section)
- SCU = Student Credit Units ("ENR" times "A-CCU") for this CS segment
- FCH = Faculty Contact Hours (total hours per week of face to face, in person instruction)
- D-WTU = Direct WTU from classroom & supervision + assigned time activities 11 and 13 thru 18
- I-WTU = Indirect WTU as generated from assigned time activities 11 and 15 thru 18
- T-WTU = Total WTU (Direct WTU + Indirect WTU - compare to "IFF" value for appropriate load)
### Department Totals

<table>
<thead>
<tr>
<th>SCHOOL - 76 SCIENCE/MATH</th>
<th>DEPARTMENT - 146 BIOLOGICAL SCIENCES</th>
</tr>
</thead>
<tbody>
<tr>
<td>FACULTY TYPE</td>
<td>NO. OF APPTS</td>
</tr>
<tr>
<td>FULL TIME</td>
<td>25</td>
</tr>
<tr>
<td>PART TIME</td>
<td>38</td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>63</td>
</tr>
<tr>
<td>TOTAL</td>
<td>63</td>
</tr>
</tbody>
</table>

**SALARY RANGE TITLE**

| PROEOSSOR/LECT D         | 9            | 7.75      | 128.9     | 2.0         | 130.9       | 14.0       | 144.9     | 16.89       | 18.70     | 228.6   | 153.7          | 19.44 |
| ASSOC PROF/LECT C        | 8            | 7.65      | 86.4      | 3.0         | 92.3        | 9.0        | 101.3     | 12.07       | 13.94     | 213.9   | 186.2          | 24.34 |
| ASSIST PROF/LECT B       | 16           | 12.94     | 149.8     | 0.0         | 152.4       | 28.5       | 180.9     | 13.87       | 14.09     | 314.8   | 534.0          | 27.64 |
| INSTRUCTOR/LECT A        | 5            | 2.06      | 35.0      | 0.0         | 35.0        | 9.2        | 44.2      | 12.00       | 15.15     | 113.6   | 90.0           | 27.41 |
| TECHN ASSIST/LECT L      | 1            | 0.40      | 6.0       | 0.0         | 6.0         | 0.0        | 6.0       | 15.00       | 15.00     | 21.0   | 5.2            | 13.00 |
| TECHN ASSOCIATE          | 24           | 6.92      | 102.0     | 0.0         | 102.0       | 2.0        | 104.0     | 14.74       | 15.03     | 1158.0  | 77.4           | 167.39 |
| SUBTOTAL                 | 63           | 14.57     | 0.0       | 0.0         | 0.0         | 0.0        | 0.0       | 0.0           | 0.0       | 0.0     | 0.0            | 0.0 |
| TOTAL                    | 63           | 14.57     | 0.0       | 0.0         | 0.0         | 0.0        | 0.0       | 0.0           | 0.0       | 0.0     | 0.0            | 0.0 |

**NO. OF APPTS** = Total number of distinct department appointments reported to APDB for school or department in question or campuswide last page of report. This label appears only when the “Print secondary appointments” option was selected as “YES” on the APDB job panel for the FAD report.

**NO. OF PERSONS** = Total number (headcount) of faculty reported to APDB for school or department in question or campuswide last page of report. This label appears only when the “Print secondary appointments” option was selected as “NO”.

**APPT FTEF** = The total credited FTEF (Full Time Equivalent Faculty) as summed over all faculty reported with an appointment for department in question (individual dept page) or with an appointment for a dept which is under the school in question (individual school page) or as summed over all department appointments (campuswide totals page).

**CLASS WTU** = Total Weighted Teaching Units generated from Classroom instruction (CS # 01-21 & 77,78). Printed value on an individual dept page includes contributions only from faculty whose PRIMARY department appointment is same as dept name/code showing at top of that page.

**SUPERVISN WTU** = Total Weighted Teaching Units generated from Supervision instruction (CS # 23,24,25,36,48). See remark under “CLASS WTU” label above.

**DIRECT WTU** = Sum of “CLASS WTU” value on same row + any (direct) Assign Time WTU reported for A.T. activity codes 11 or 15 thru 18

**INDIRECT WTU** = Total faculty Assigned Time WTU reported for A.T. activity codes other than 11,15,16,17,18

**TOTAL WTU** = The sum of DIRECT WTU and INDIRECT WTU

**DIRECT WTU/FTEF** = DIRECT WTU divided by APPT FTEF

**TOTAL WTU/FTEF** = TOTAL WTU divided by APPT FTEF

**TOTAL SCU** = Sum of permanent APDB data element “COMPUTED SCU”. Printed value on an individual department page includes contributions only from faculty whose PRIMARY department appointment is same as dept name/code showing at top of that page.

**TOTAL FTES** = Value is obtained via following formula (which involves permanent APDB data elements):

\[
\text{Undergraduate Computed SCU} / 15 + \text{Graduate Computed SCU} / 12
\]

Printed value on an individual department page includes contributions only from faculty whose PRIMARY department appointment is same as dept name/code showing at top of that page.

**SCU/FTEF** = TOTAL SCU divided by APPT FTEF

**SFR** = (Student Faculty Ratio) TOTAL FTES divided by APPT FTEF

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FACULTY TYPE

FULL TIME = Total IFF (over all dept appointments) greater than zero and Faculty Rank not = "GRAD ASST" and TSF (Total Support Fraction) not less than 1.000

PART TIME = Total IFF (over all dept appointments) greater than zero and Faculty Rank not = "GRAD ASST" and TSF (Total Support Fraction) is less than 1.000

GRAD ASST = Any faculty person whose "Faculty Rank" label prints as "GRAD ASST"

OTHER = Any faculty person (reported to APDB) who does NOT satisfy the criteria for any of the above 3 categories

SALARY RANGE TITLE

PROFESSOR = Professor, head coach, principal vocational instructor, lecturer "D"
ASSOC PROF = Associate professor, coach, senior vocational instructor, lecturer "C"
ASST PROF = Assistant professor, coaching specialist, intermediate vocational instructor, lecturer "B"
INSTRUCTOR = Instructor, coaching assistant, junior vocational instructor, lecturer "A"
ASSISTANT = Teaching assistant, lecturer "L"
TCHG ASSOC = Teaching associate
GRAD ASST = Graduate assistant, SSP, volunteer
ADMINISTRATOR = Administrator (no Instructional Faculty Fraction)
OTHER = Non-teaching staff, e.g., librarian, coach, counselor, administrator with IFF

Assigned Time Acronyms

ACRONYM AT_CODE FULL_TITLE
EXCESS ENROLLMT 11 Excessive Enrollments
NEW PREPARATIONS 12 New Preparations
COURSE OVERLOAD 14 Course or Supervision Overload
NON TRAD INST 15 Non Traditional Instruction
INSERVICE TRAINING 16 In Service Training for K-12 School Personnel
CREDIT BY EXAM 17 Credit by Examination/Evaluation
INST SUP OF GRAD 18 Instructional Support of Graduate Students
SPECIAL INS PROG 21 Special Instructional Programs
INS EXPR OR INOV 22 Instructional Experimentation or Innovation
IN REL SERVICES 23 Instruction Related Services
STUDENT ADVISING 31 Advising Responsibilities
COMMITTEE ASGNMT 32 Instruction Related Committee Assignments
CURRICULAR PLANG 33 Curricular Planning or Studies
ACCREDITATION 34 Accreditation Responsibilities
FACILITY PLANG 35 Instruction Related Facilities Planning
CFA ACTIVITIES 41 California Faculty Association Activities
Examples of WTU Calculation

<table>
<thead>
<tr>
<th>Activity</th>
<th>K Factor</th>
<th>Units</th>
<th>WTU</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture, C01 thru C6</td>
<td>1.0</td>
<td>3.0</td>
<td>3.0</td>
</tr>
<tr>
<td>Activity, C07 thru C14</td>
<td>1.5</td>
<td>2.0</td>
<td>2.6</td>
</tr>
<tr>
<td>Laboratory, C15</td>
<td>2.0</td>
<td>1.0</td>
<td>2.0</td>
</tr>
<tr>
<td>Coaching Major Sport, C18</td>
<td>6.0</td>
<td>2.0</td>
<td>12.0</td>
</tr>
<tr>
<td>Coaching Minor Sport, C19</td>
<td>3.0</td>
<td>2.0</td>
<td>6.0</td>
</tr>
<tr>
<td>Major Performance Activity, C20&amp;C21</td>
<td>3.0</td>
<td>2.0</td>
<td>6.0</td>
</tr>
</tbody>
</table>

Supervisory Workload

1. Social Work Supervision $S23 = 1.0$ WTU per Graduate student enrolled. Faculty-student contact averages 3 hours per week.
2. Practice Teaching $S24 = 0.667$ WTU per Undergraduate student enrolled. Faculty-student contact averages 2 hours per week.
3. Student Teaching & Thesis $S25 = 0.50$ WTU per Graduate student enrolled. Faculty-student contact averages 90 minutes per week.
4. Undergraduate Field Work $S36 = 0.333$ WTU per Undergraduate student enrolled. Faculty-student contact averages 1 hour per week.
5. Undergraduate Studio Instruction $S48 = 0.25$ WTU per Undergraduate student enrolled. Faculty-student contact averages 45 minutes per week.