

University of Houston  
Standard Work Hours per Week for Part-time Faculty

Fall or Spring Semester

	Semester Credit Hour Value of Courses Taught	Standard Work Hours per Week	Term FTE *	Annualized FTE **
Lecturer (Category 1)	1	2.7	0.07	0.03
	2	5.3	0.13	0.05
	3	8.0	0.20	0.08
	4	10.7	0.27	0.10
	5	13.3	0.33	0.13
	6	16.0	0.40	0.15
	7	18.7	0.47	0.18
	8	21.3	0.53	0.20
	9	24.0	0.60	0.23
	10	26.7	0.67	0.25
	11	29.3	0.73	0.28
	12	32.0	0.80	0.30
Lecturer (Category 0)	1	3.3	0.08	0.03
	2	6.7	0.17	0.06
	3	10.0	0.25	0.09
	4	13.3	0.33	0.13
	5	16.7	0.42	0.16
	6	20.0	0.50	0.19
	7	23.3	0.58	0.22
	8	26.7	0.67	0.25
	9	30.0	0.75	0.28
	10	33.3	0.83	0.31
	11	36.7	0.92	0.34
	12	40.0	1.00	0.38

Summer (three months)

Regular 9 Month Faculty	1	6.7	0.17	0.04
	2	13.3	0.33	0.08
	3	20.0	0.50	0.13
	4	26.7	0.67	0.17
	5	33.3	0.83	0.21
	6	40.0	1.00	0.25
Lecturer (Category I)	1	2.7	0.07	0.02
	2	5.3	0.13	0.03
	3	8.0	0.20	0.05
	4	10.7	0.27	0.07
	5	13.3	0.33	0.08
	6	16.0	0.40	0.10
Lecturer (Category II)	1	3.3	0.08	0.02
	2	6.7	0.17	0.04
	3	10.0	0.25	0.06
	4	13.3	0.33	0.08
	5	16.7	0.42	0.10
	6	20.0	0.50	0.13
Summer Research Faculty		40.0	1.00	0.25
		20.0	0.50	0.13

- Term FTE is the Full Time Equivalent which should be reported on the Personnel Action Request (PAR) for the duration of the assignment. It is equal to the standard hours per week divided by forty.
- The annualized FTE is equal to the Term FTE times the duration of the assignment. The duration of the Fall or Spring semester is 4.5 months / 12 months which equals 0.375. The duration of the three month summer is 3 months / 12 months which equals 0.25. The Annualized FTE is the calculated amount which is reported to the State on a quarterly basis.