

FTE CALCULATIONS

Based on the University’s guidelines in Table 5. These (%) will be used in the AORs.

Table 1. SAET Contact Hour Table Effort

Credit Generating Component	Credit FTE %
2-hour undergrad lecture	13.33
3-hour undergrad lecture	20
4-hour undergrad lecture	26.64
1-credit hour undergrad lab	6.67
Electronics 2-hour 45-minute labs	19
1-credit hour undergrad lecture	6.67
Undergraduate Internship	6.67 (1), 13.33 (2), 20 (3)
Undergrad DIS*	(FTE of substitute course)
Undergrad Design Studio	50
Graduate Design Studio	60
3-hour grad lecture	26.61
4-hour grad lecture	35.48
1-credit hour grad lab/seminar	8.87
1-credit hour grad lecture	8.87
Thesis Research	50
Thesis Committee	8.87
Thesis	50
Master’s Seminar	26.61
Graduate Internship	26.61
Graduate DIS*	(FTE of substitute course)
Non-Credit Generating Activities (0-20%)	
Career Advisement	5
Academic Advisement (Directors only. Table 14)	20
Public/Institutional Service	10
University Governance	10
Academic Admin/Support Services	5
Funded Research & Other Sponsored Activities	20
Other Instructional Effort	5

**Note.* In the SAET, DIS can only be offered to substitute for a required course needed for graduation. SB 7044—effective July 1, 2022—created minimum syllabi requirements for all courses in the State University System of Florida requiring sufficient detail to inform students of the following:

- *Course curriculum.*
- *The goals, objectives, and student expectations of the course.*
- *How student performance will be measured.*
- *Collect and publicly post course information, including syllabi, textbooks, and other instructional materials, at least 45 days before the start of the term.*