

Rochester Institute of Technology

Instructional Activity Report

2025-26 Definitions

Sections: Classes in the student information system for a given term

- Inclusions: Section types of Lecture, Lecture/Lab, Lab, Seminar, Studio, Colloquium
 - Labs count as 1/3 of a section (both credit-bearing and non-credit labs)
 - Lecture/Lab sections with 4 or more credit hours count as 1.3 of a section
- Exclusions: Section types of Activity, Clinical, Continuance, Conversion, Co-op, Critique, Full-time Equivalence, Independent Study, Internship, Project, Recitation, Research, Study Abroad, and Thesis

Student Credit Hours (SCH): The number of student credit hours in a section is the sum of the student credit hours generated by all students enrolled.

- Co-taught courses are included under the primary instructor.

Faculty: Instructional faculty and other instructors assigned to class sections

- Faculty types:
 - Tenure/Tenure Track – identified by Human Resources
 - Non-Tenure Track – identified by Human Resources. Includes visiting faculty.
 - Adjunct – instructors teaching on a per-course basis
 - Teaching Assistants – students listed as the instructor of record for a course
- Exclusions:
 - NTID faculty teaching outside of NTID

Faculty FTE: Full-Time Equivalence of the instructional portion of a faculty member

- FTE rules:
 - Tenure/Tenure Track and NTT – instructional portion of a faculty member's FTE as determined in HR's Oracle system
 - Note: Department chairs and faculty in endowed positions are counted as .33 FTE.
 - Adjunct Faculty and TA – FTE calculated on a per-course basis
- FTE assignment: Faculty FTE is assigned to the college in which a section is taught.
Exclusions:
 - Faculty on leave without pay
 - NTID Faculty teaching outside NTID
 - External grant course buyouts are not accounted for in IAR.

Student FTE: The number of SCH taught divided by a standard credit hour load

- Undergraduate: Total SCH/15
- Graduate: Total SCH/12