

Additional Employment Hours

All Academic Year (AY) faculty members have a designated two semesters (equals one AY)

- 125% applies to these semesters- track each semester for the 25% overage
- Additional employment maximum hours of 170 hours or 3.75 WTUs per semester
- Includes hours worked on weekends because they fall within the academic term
- Excludes breaks and holidays
- $40 \text{ hours} / 15 = 2.666 \text{ hours} \times 17 \text{ weeks} = 45.333 \text{ hours per WTU}$
- $3.75 \text{ WTUS} \times 45.333 \text{ hours} = 170 \text{ hours}$

Academic Year (AY)	Count towards 170 hours overage?	Calculation for semester hours	Calculation for Overage hours	WTU Overage
FALL SEMESTER	Yes- Includes weekends	17 weeks x 40 hours = 680 hours	680 x .25 =170 hours	15 WTU x .25 = 3.75 WTU
Winter Break	No- Break hours are NOT included in AY overage			
Winter Intersession	No- Part of Break Can work max 5 WTU			5 WTU ÷ 4 weeks = 1.25%
SPRING SEMESTER	Yes – Includes weekends	17 weeks x 40 hours = 680 hours	680 x .25 =170 hours	15 WTU x .25 = 3.75 WTU
Spring Break	No- Break hours are NOT included in AY overage			
SUMMER Term	Can teach up to 12 WTU or work up to *600 hours	12 weeks x 40 hours = 480 hours	480 x .25 =120 hours	15 WTU ÷ 12 = 1.25%

Hourly Rate

Calculate Faculty Hourly Rate = Monthly Base Salary x 12 / 9 / 173.33

Example: $\$8,000 \times 12 / 9 / 173.33 = \61.53 Hourly Rate

For calculating hours from a set stipend amount = Stipend amount / hourly rate = number of hours

*Total of 600 hours for grant hours. For teaching and other duties, should be 544 hours (12 WTUs x 45.33 hours). Should be no more than 50 hours a week.