

Berkeley Public Health Department Policy
Unit 18 Instructional Workload Credits (IWC)

The list below identifies department courses and the associated level of work effort assigned in the determination of the full-time equivalencies (FTE).

Full time equals 100% Workload and is based on:

33% FTE = 6 courses (residential, academic year)

25% FTE = 8 courses (residential, academic year)

20% FTE = 10 courses (Joint Medical Program tutor)

33% FTE = 12 courses (3 month terms for Course Facilitator, Online MPH Program)

- Based on 6 courses per Academic Year for 100% FTE, combinations of courses at various IWCs may result in a total appointment of less than 100% FTE (JMP and OOMPH)
- Additional duties may be assigned for a specific course and the IWC will be determined based on calculated work effort. For OOMPH course development and rebuild work, the IWC will be determined from the statement of work.