1. **Standard FTW.** As defined in our workload policy, this descriptor would be used for faculty who demonstrate the standard, full-time workload (FTW) over the period being evaluated. Examples of what constitute a standard FTW are given in the workload policy and are applicable to all faculty regardless of their primary responsibilities (teaching, service or research) or rank.

2. **Exceeded FTW.** Such a descriptor would be used for faculty who have met all criteria for the standard FTW, but they have demonstrated evidence of significantly exceeding the standard FTW in one of the three contributions of research, teaching or service over the period being evaluated.

3. **Extraordinary FTW.** Such a descriptor would be used for faculty who have met all criteria for the standard FTW, but they have demonstrated evidence of significantly exceeding the standard FTW in two or more contributions of research, teaching or service OR have demonstrated extraordinary contributions, far in excess of expectations in one or more contribution areas over the period being evaluated.