



# Faculty Instructional Assignments

All regular, annual, and term faculty are employed via the Faculty Instructional Assignment (FIA). The FIA is an employment agreement between the faculty member and the University and can be issued for a single term or for a specified academic year. The FIA outlines a faculty member's course assignment(s), appointment length and type, and salary information. The FIA must be reviewed and accepted electronically by the faculty member via the [FIA system](#), an electronic portal, in order for the faculty member to be paid. A faculty member can either log on to the [FIA system](#) directly or wait to receive a FIA system notification email to review/accept their current FIA or view previous FIAs.

Faculty members who have questions about their assignment/workload hours or pay should contact their hiring manager/department chair/dean.