

Lecturer Matters

Topic Overview: Lecturers

- ❖ Lecturer Hiring and Establishing Pools
- ❖ Lecturer Entitlements
- ❖ Order of Assignment of Work
- ❖ Careful Consideration and Evaluation of Faculty



Lecturer Hiring & Establishing Pools



❖ Procedures and Calendar for Recruitment of Part-Time Faculty for the 2019-20 Academic Year (December 2019)

- Part-Time Faculty Position Announcement (formerly AA-6 form)
- Ranking Criteria (CDO)

Resources:

- [Section 700](#)
- Collective Bargaining Agreement (CBA)
- Chief Diversity Office & Faculty Affairs
- Chairs Leadership Academy

Lecturer Hiring & Establishing Pools

❖ What are pools?

- Applicant Pool in which applicant is rated Satisfactory (1) or Unsatisfactory (2)

❖ Official pool keeper?

- The Department
- Applicant Pool Log and Disposition for Part Time Faculty (formerly AA-7)

❖ May a department have more than one pool?

- Yes, actually preferred
- Well-defined, documented selection/evaluation criteria
- Applicants may apply to more than one pool



Lecturer Hiring and Establishing Pools

Things to know about the Process:

- ❖ Department faculty can rank faculty in the pools but...
...must establish whether applicant is “In the pool or not”
- ❖ Rank by teaching ability and relevant professional experience, *not* by seniority or entitlement units but, must respect entitlements!

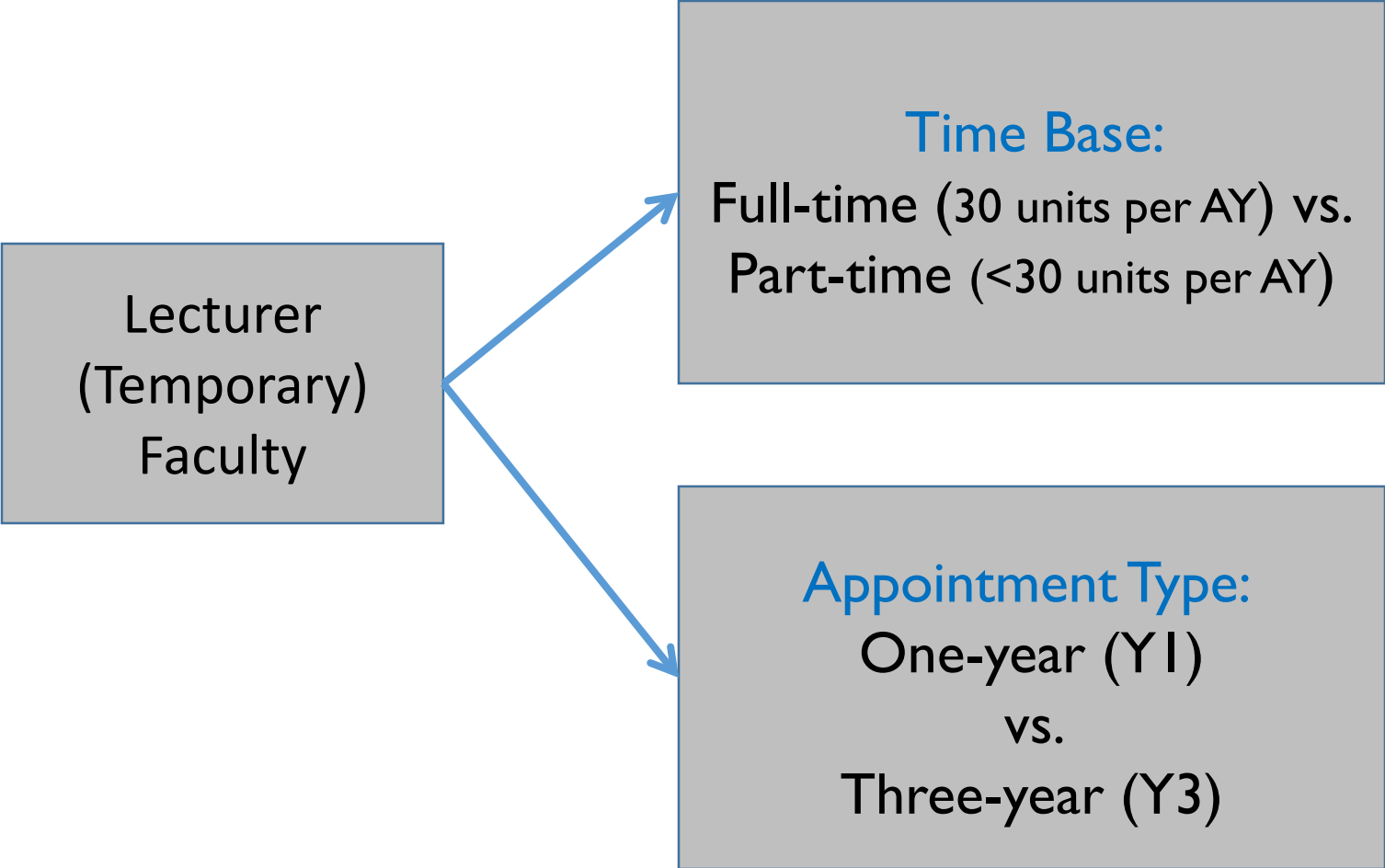
Important Considerations

- ❖ Moving 1s to 2s, and vice versa (modifying pool)
- ❖ Changing the AA6 requirements/min qualifications
- ❖ When hiring a Lecturer, a Personnel Action File (PAF) must be created.

Why Are Entitlements Important?



Lecturer Entitlements



Lecturer Entitlements

One-year Appointment

- ✓ If a part-time faculty member teaches two consecutive semesters or 3 consecutive quarters of the prior academic year

(Semester example: Fall and Spring or Spring and State Side Summer)

- ✓ Receives a satisfactory review

and

- ✓ Is offered units the next fall term
- ✓ Then they are entitled to a one-year appointment consisting of a “similar assignment”.



Lecturer Entitlements

Three-year Appointment

- Temporary faculty members who:
 - ❖ teach one or more semesters over a consecutive six year period on a single campus in a single department is **eligible** for a 3yr appointment
- Upon a satisfactory review a three-year appointment must be granted.



Lecturer Entitlements

Three-year Appointment Entitlement



New:

- ❖ The first three-year appointment where entitlement is determined by the WTU's assigned during the 6th year of consecutive employment.

Renewed:

- ❖ A subsequent three-year appointment where entitlement is determined by the WTU's assigned during the last year of the prior three-year appointment.

Semester Campus Rule

Semester Campus Rule:

Must work 2 consecutive terms in prior academic year and only first 2 consecutive terms count in establishing entitlement. Fall is first term of the year.

Semester Campus Example:

Academic Year #1 Work Assignment				Academic year #2 1-year entitlement if appointed in Fall?		Does AY #1 Service Count Toward 6 Years required under 12.12?	
	Fall	Spring	State Side Summer				
1	9	6		1	1 year for 15 WTU's	1	Yes
2	9	6	3	2	1 year for 15 WTU's	2	Yes
3		6	3	3	1 year for 9 WTU's	3	Yes
4	9			4	no 1-year entitlement	4	Yes
5		6		5	no 1-year entitlement	5	Yes
6			3	6	no 1-year entitlement	6	No

Noteworthy

- ❖ Entitlements apply to a single department on a single CSU campus
- ❖ Entitlement ≠ Guaranteed Units (Subject to budget and enrollment for part-time lecturers)
Department's obligation is to offer units
- ❖ What if a lecturer declines all offered units?

Order of Assignment

Article 12: Appointment (12.29a/12.29b)

1. Tenure-line Faculty
(including FERP)
2. Administrators then
Teaching Associates
3. Volunteer Faculty
4. Qualified Temporary
Faculty (in pools)



Qualified Temporary Faculty (order)

1. **Y3 FT**
2. Multi-Year FT (don't have these)
3. **Y3 PT**
4. **38.48 List** (Article 38 of the CBA)
5. Multi-Year PT (don't have these)
6. Visiting Faculty (don't have these)
7. **Then, all part-time and full-time temporary faculty with no multi-year appointments who were employed in the academic year prior to the year for which they are being considered. Start with Y1 then S1.**

Order of Assignment

Article 12: Appointment (12.29a/12.29b)

New or Additional Work:

- ❖ Work a department determines is available to part-time temporary faculty
- ❖ Work left behind by faculty leaving CSU on a permanent or temporary basis
- ❖ Work created by new courses or sections that will be taught by temporary employees

Note: Temporary vs. Permanent New or Additional Work → may affect entitlement

Order of Assignment

Careful Consideration & Evaluation (Article 12.7 of CBA)

❖ What is meant by “careful consideration?”

All applicants start on an equal basis based on Order of Assignment where seniority is not a criteria.

- Looking at Previous Pool Log Rating
- Review of Personnel Action File (PAF)
(Evaluation - Student and or Peer)

REMEMBER TO SIGN THE (PAF) LOG!

Other Lecturer Appointments

Substitute Assignments

- ❖ Less than 20 calendar days; Lecturers must be paid for class/contact hours taught.
- ❖ Exceed 20 calendar days ↑ Increase the time base of a P-T lecturer.
- ❖ Tenure-Track Faculty cannot be paid for substitute work.
Only for Lecturers (with a less than and up to a 1.0 time base)

Rehired Annuitants (Lecturers)

- ❖ CalPERS Restriction on workload





Other Lecturer Appointments

Emergency Hires

- ❖ After all faculty assignments have been made and there are no qualified and available faculty in the pool or department.

THANK YOU!