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To: CSU Presidents

From: Gail Brooks 
Interim Vice Chancellor
Human Resources

Subject: New Visiting Faculty Classification

Pursuant to the Collective Bargaining Agreement (CBA) between The California State University (CSU) and the California Faculty Association (CFA) effective May 15, 2007 to June 30, 2010, the CSU has established a new classification for Visiting Faculty effective May 31, 2007. This coded memorandum outlines the purpose and policy parameters established for this new classification.

Purpose:

Visiting Faculty are full-time faculty appointments, for up to one academic year, for individuals from outside the appointing campus who are recognized in their field and whose employment at the CSU would benefit the mission of the University.

Policy:

Visiting faculty appointments are temporary and non-renewable. Visiting Faculty appointments may either be Academic Year (class code 2393) or 12 Month (class code 2391), depending on the needs of the hiring campus; however, either type of appointment may not exceed one (1) academic year in duration, and an appointee will not be eligible for a subsequent appointment in the Visiting Faculty classification.

The salary ranges established for the Visiting Faculty classifications have been designed for maximum flexibility. Accordingly, the Visiting Faculty Academic Year and 12 Month salary ranges are identical to those for the equivalent lecturer ranges. Appointees to the Visiting Faculty classifications are excluded from certain provisions of the CBA. Incumbents are not eligible to serve a probationary period, gain tenure, or earn an ongoing entitlement. For a full list of provisions that apply to this classification, refer to Technical Letter HR/Appointment 2007-01.

Approval and Allocation of Appointments:

These appointments are approved by the campus President or designee. Effective with Academic Year 2007/08 the number of employees in the Visiting Faculty classification shall not exceed 125 full time equivalent faculty (FTEF) systemwide. The number of allocated appointments per campus will be determined by the Chancellor's Office on a pro-rata basis determined by the number of campus full-time equivalent faculty (FTEF). The Senior Director of Academic Personnel will determine this allocation and will resolve allocation issues on an ad hoc basis.

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Implementation Schedule:

Appointments to the Visiting Faculty classification will be available Fall 2007. Implementation instructions will be provided to campuses in a forthcoming technical letter communication.

Questions regarding this coded memorandum may be directed to Academic Human Resources at (562) 951-4503. This memorandum also is available on the Human Resources Administration's Web site at: <http://www.calstate.edu/HRAdm/memos.shtml>.

GB/cc