

Parameters of Additional Employment

CBA Article 36.5 = An “overage” of up to **twenty five percent (25%)** of a full-time position shall be allowed if:

- Consists of employment of a substantially different nature from the primary employment
- Is funded from non-general fund sources
- **25% is equivalent to 5 additional days per month** for a full-time faculty (3.75 WTUs, ¼ Faculty Fraction, .25 FTE)
- Verify that the faculty member has not/is not working over 125% in two different departments by checking Job Data in PeopleSoft (My HR)

Faculty in FERP Cannot have additional appointments **if** they are working the allotted 50% time base

Student Employees Cannot work in the Faculty Special Consultant classification

MPP (Admin 1,2,3,4) May not work in the Faculty Special Consultant Classification

Faculty on Sabbatical or DIP (Difference in Pay) May not perform Any Additional Work

See the [CFA Contract](#) For more information on Additional Employment.

Additional Employment For Full-Time Faculty Forms:

Use when a Faculty Member currently holds Full-Time Employment

Faculty Special Consultant and Pre-Authorization Forms:

Use when a Faculty Member currently holds Part-Time Employment

Additional Days Allowed to Work		
While Teaching	Days Allowed Per Month UP TO 125% (18.75 WTU's)	WTU's Allowed Per Month UP TO 125% (18.75 WTU's)
15 Units	5 Days per Month	3.75
14 Units	6 Days per Month	4.75
13 Units	8 Days per Month	5.75
12 Units	9 Days per Month	6.75
11 Units	11 Days per Month	7.75
10 Units	12 Days per Month	8.75
9 Units	14 Days per Month	9.75
8 Units	15 Days per Month	10.75
7 Units	17 Days per Month	11.75
6 Units	18 Days per Month	12.75
5 Units	20 Days per Month	13.75
4 Units	21 Days per Month	14.75
3 Units	23 Days per Month	15.75
2 Units	24 Days per Month	16.75
1 Unit	26 Days per Month	17.75