

**SONOMA STATE UNIVERSITY
JOINT WORKSHOP**

**CALIFORNIA FACULTY ASSOCIATION
AND
OFFICE OF ACADEMIC PERSONNEL**

**ASSIGNMENT OF WORK FOR LECTURER
FACULTY**

WHAT IS “ENTITLEMENT”?

- After completing a full academic year of workload:
 - A lecturer faculty member receives a 1-Year appointment and is given an “entitlement time-base” equal to the number of Weighted Teaching Units (WTU’s) taught during the previous academic year in a single department.
 - To be considered “Full-time” as a Lecturer Faculty member, you must have a 1.0 time-base (30 WTU’s/year) in a single department. Anything less than 30 WTU’s/year means a lecturer faculty members appointment is “Part-time.”
 - Article 12.3: <https://www.calfac.org/contract/#article-12>
 - Appendix F: https://www.calfac.org/wp-content/uploads/2021/07/appendices_cba_2014.2017.pdf

WHAT IS “ENTITLEMENT”?

- After completing 6 consecutive academic years in single department, and upon receiving a satisfactory cumulative evaluation:
 - A lecturer faculty member gets a 3-Year appointment with a yearly entitlement based on their time-base (number of WTU’s taught) from their 6th year.
 - Article 12.12 & 12.13: <https://www.calfac.org/contract/#article-12>

CONDITIONAL VS. UNCONDITIONAL LECTURER FACULTY

- If you hold a 3-year appointment and have a full-time, 30 unit/year entitlement, then you have an unconditional appointment.
- Also, if you hold a 1-year appointment and are assigned fulltime (30 WTU's/year) work, after having worked full-time the previous academic year (AY), then you have an unconditional appointment.
- All other lecturer faculty have appointments that are conditional on budget, enrollment, curricular changes.

BEFORE MEETING THE ENTITLEMENTS OF LECTURER FACULTY...

A department must first meet the assignment needs of tenured (including FERP) and probationary faculty, and in some cases, assignments are prioritized for other categories, including Administrators, T.A.'s (where teaching in the discipline is part of their T.A. position requirements) and other student employees (when teaching is part of the expectation of their student employment), or volunteer faculty (see Art. 12.29 for more detail).

PREFERENCE FOR WORK FOR LECTURER FACULTY IN FALL SEMESTER

ARTICLE 12.29

- **3-Year Full-time Lecturer Faculty**
- Other multi-year full-time Lecturer Faculty that are not 3 year (these are very rare in the CSU)
- **3-Year Part-time Lecturer Faculty up to their entitlement**
- Lecturer Faculty on department re-employment list, pursuant to [Article 38.48](#) (also rare)
- Other multi-year part-time Lecturer Faculty up to their time base entitlement (very, very rare)
- Visiting faculty (subject to [12.32](#) Also very rare)
- **1-year Full-time & Part-time Lecturer Faculty and Lecturer Faculty who were employed in the academic year prior to the year for which they are being considered.**

NEW OR ADDITIONAL WORK “2ND BITE AT THE APPLE”

- If a part-time 3-Year, or part-time 1-Year Lecturer Faculty members entitlement is met, and there is still “new or additional” work available, these lecturer faculty members now have an opportunity to add to their time-base and build towards a 1.0 (full-time) entitlement of 15 WTU’s.
- “New or additional work” first goes to qualified part-time 3-Year Lecturer Faculty bringing them up to full-time.
- If new or additional work still exists, it should then be made available to qualified part-time 1-Year Lecturer Faculty, bringing them up to full-time.
- *These steps must be taken before a department seeks to hire a new lecturer—often referred to as an “Emergency hire” at SSU*

PREFERENCE FOR WORK FOR LECTURER FACULTY IN SPRING SEMESTER

➤ **3-Year Full-time Lecturer Faculty**

➤ Continuing multi-year full-time Lecturer Faculty that are not 3 year (very rare in the CSU-none at SSU)

➤ **3-Year Part-time Lecturer Faculty up to their Entitlement**

➤ Lecturer Faculty on department reemployment list, pursuant to [Article 38.48](#) (also rare)

➤ **1-Year Full-time Lecturer Faculty**

➤ **1-Year Part-time Lecturer Faculty (not rare)** & Other multi-year part-time Lecturer Faculty up to their time base entitlement (very, very rare)

➤ Visiting faculty (subject to [12.32](#). Also very rare)

➤ **All other incumbent lecturer faculty (like those who have only taught for a single semester)**

NEW OR ADDITIONAL WORK “2ND BITE AT THE APPLE”

- If a part-time 3-Year, or part-time 1-Year Lecturer Faculty member’s entitlement is met, and there is still “new or additional” work available, these lecturer faculty members now have an opportunity to add to their time-base and build towards a 1.0 (full-time) entitlement of 15 WTU’s.
- “New or additional work” first goes to qualified part-time 3-Year Lecturer Faculty up to bringing them to full-time.
- If new or additional work still exists, it should then be made available to qualified part-time 1-Year Lecturer Faculty, up to bringing them to full-time.
- These steps must be taken before a department seeks to hire a new lecturer—often referred to as an “Emergency Hire” at SSU
- New or Additional work may come about with faculty leaves, requested decrease in a lecturers workload for a semester, or retirements as examples.

CAREFUL CONSIDERATION ARTICLE 12.7

- Each department or equivalent must maintain a list of lecturer faculty who have been evaluated by the department or equivalent unit.
- If the lecturer applies for a position in the department or equivalent unit or a pool, the lecturers previous periodic review and application shall receive careful consideration.
- A list shall be maintained in each department of lecturers who have been evaluated by the department or equivalent unit and those courses previously taught by the lecturer.
- This list will be referenced with all assignments made by the Department Chair or assigning equivalent.
- Lecturer pools provide an opportunity for the lecturer to demonstrate qualifications for additional courses for careful consideration.
- Careful consideration means cautious, accurate, and thorough concern, thought and consideration based on a reasonable criteria.

LECTURER FACULTY TIME BASE ENTITLEMENT- REDUCED BUDGET AND/OR DECREASED ENROLLMENT

- In cases where the CSU experiences reduced enrollment, a reduced budget, and/or new tenure track department hires, there may be not enough work to meet all of the entitlements of conditional lecturer faculty.
- However, departments must follow the preference for work steps articulated in Article 12.29 when assigning course work.
- Best Practice: Make offers of work in writing (with reasonable deadlines to reply)

TRUE OR FALSE?

- Lecturer Faculty are NOT allowed to be appointed at 15 units/full-time.
➤ **FALSE**
- TA's have preference for work over Lecturer Faculty.
➤ **TRUE**
- It is OK to hire new Lecturer Faculty after all incumbent Lecturer Faculty entitlements have been met.
➤ **FALSE**
- An “expert in the field” new hire Lecturer Faculty member is allowed to be hired over an incumbent minimally qualified Lecturer Faculty.
➤ **FALSE**
- Only Lecturer Faculty with 3-year appointments have a time base entitlement.
➤ **FALSE**
- The union contract spells out a date of hire seniority system.
➤ **FALSE**

HYPOTHETICAL SCENARIO #1

- What would need to happen if in Fall 2022 there was insufficient work to fulfill a tenure/tenure track faculty members full-time workload (for example, their class was cancelled due to low enrollment this summer)?
- Would they bump a lecturer faculty member?
- If that bumped lecturer faculty member was a 1.0 (full-time) 3-year appointment holder, would that lecturer faculty member then bump another lecturer faculty member lower down on the preference for work order?

HYPOTHETICAL SCENARIO #2

- There is not enough available work in Fall 2022 to meet every incumbent lecturer faculty members entitlement.
- Does the department chair have discretion about who to hire within each category of 12.29 if not enough work is available to meet everyone's entitlement? How do qualifications come into play?
- Taking 3-year, full-time entitled lecturer faculty first, do they have EQUAL preference for the available work within that category? Or is there 'seniority' amongst that group of lecturer faculty? Does it matter if someone has been there 20 years vs. only 7 years? If not, what's the best way to deal with that situation?
- Taking 3-year, part-time entitled lecturer faculty next, do they have EQUAL preference for the available work within that category?

QUESTIONS & RESOURCES

➤ Questions...

- Type them in the chat please. We'll take them in the order they are received.

➤ Resources

- Feel free to reach out to us with any questions/issues at the emails below...
- porterke@sonoma.edu, nreyes@calfac.org, mloughran@calfac.org,
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