

FREQUENTLY ASKED QUESTIONS

What is “Additional Employment”?

“Additional Employment” is a term used in the Faculty Collective Bargaining Agreement ([CBA](#)) which refers to any employment within the California State University system which is in addition to a faculty unit employee’s primary appointment ([Article 36.1](#))

What is considered a “primary appointment”?

A faculty unit employee’s “primary appointment” is defined as the position within the California State University system in which the employee is assigned to for the bulk of their employment. For example, if a Lecturer works for two departments (i.e. English and Psychology) on one campus, the “primary appointment” is considered the work done for the program at the highest time base, or units taught. The same principle would apply for Lecturers working for two programs at two separate CSU campuses.

How much “additional employment” is a faculty member allowed?

The CSU Additional Employment Policy limits the total employment an individual may have within the CSU system. Under the current CBA that limit is 125%.

Additional Employment cannot exceed 25% of a full-time position, and these employment limitations are based on time-base and not salary. However, there are many different scenarios allowable under this “125% Rule.”

Can a faculty member teach more than a full-time, or in excess of a 1.0 time-base?

That depends. Faculty unit employees are limited to teaching 15 units per semester or having a 1.0 time base, on one campus, for pay from the CSU payroll (General Fund dollars). However, the Additional Employment Policy in the CBA provides for additional employment of up to 25% of a full-time position **if** the additional employment:

- Consists of employment of a substantially different nature from the primary or normal work assignment; or
- Is funded from non-general fund sources; or
- Is the result of part-time employment on more than one campus.

When it says, “Consists of employment of a substantially different nature from the primary or normal work assignment,” what does that mean?

For a faculty member in the CSU, primary or normal work assignment is typically a combination of teaching, class preparation and university service. In some circumstances, faculty are given “assigned time” which is a partial release from a regular work assignment to pursue research, scholarly, administrative, or other activity that aids the mission of the university. Additional employment as “overload,” cannot be paid for work that is of the same nature as what the CSU has hired the faculty member to do as their normal assignment.

What are non-general fund sources?

Additional employment, when consisting of employment that is not of a substantially different nature from the primary or normal assignment, must be assigned from self-supported programs that are not paid through the state (General Fund). The best example of additional employment funded from non-general fund sources is faculty unit employees who are assigned to teach through Extended University (CCE).

How many units can a faculty member be hired for in the CSU?

Faculty unit employees can teach a total of 15 units per semester on one campus within the CSU. However, if a faculty unit employee is teaching at two or more campuses within the CSU they are allowed up to a total of 18.75 units per semester between the campuses. Teaching at the maximum of 18.75 units, or 125%, a faculty unit employee is no longer allowed to accept any other additional employment within the CSU, including work through Extended University (CCE or UEI).

How much additional employment may be accepted by a Lecturer teaching less than full-time?

Faculty unit employees can accept additional employment up to 15 units or 1.0 time-base without it having to adhere to the criteria mentioned in #4 above. Any additional employment over a 1.0 time-base, up to the 25% “maximum, must follow the criteria found in the CSU Additional Employment Policy.

- **For example**, if a Lecturer teaches 12 units for the Math program, they may accept 3 units as additional employment from Math or another program at Sacramento State. That same Lecturer may also accept another 3 units through Extended University (CCE or UEI). The total employment of this Lecturer would comply with the 125% Rule.
- **For example**, if a Lecturer teaches 15 units for the Psychology program at Sacramento State, they may accept an additional 3 units from the Psychology

program at California State University, Northridge (CSUN). The total employment of this Lecturer would also comply with the 125% Rule.

- **For example**, if a Lecturer teaches 6 units for the Computer Science program and 9 units for the Math program, they may accept 3 units as “overload” to teach through Extended University (CCE or UEI). The total employment of this Lecturer would comply with the 125% Rule.

What does 25% of full-time translate to in days/hours/units for Academic Year faculty?

25% of a full-time Academic Year position is equivalent to, approximately:

- 10 hours per week (40hrs x .25), **or**
- 21 days per semester (84 days per semester x .25), **or**
- 3.75 units per semester (15 units x .25)

The 125% maximum is computed over the Academic Year. During semester breaks and nonacademic year periods such as Winter or Summer session, Academic Year faculty can also be employed up to 125% and this work is calculated independently from work during the normal Academic Year.

What does 25% of full-time translate to in days/hours/units for 12-month Faculty?

25% of a full-time 12-month position is equivalent to, approximately:

- 10 hours per week (40hrs x .25), **or**
- 7.5 units per calendar year (30 units x .25)

Does the additional employment in excess of full-time count towards University’ retirement credits or benefit payments (vacation or sick leave), or temporary faculty entitlement or 3-year eligibility?

No.