



California Faculty Association

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LECTURER INFORMATION AND UPDATE May 2004

Dear Lecturer Colleagues:

Right now, the CSU faculty, staff, and students face very difficult and uncertain times. The CFA Lecturer Representatives worry about both their own jobs and about the jobs of their Lecturer colleagues, but know that the only recourse is staying informed, organizing, and engaging in campus action. The purpose of this Update is to provide you with practical information and reminders about how to protect your contract rights and also to urge you to participate in whatever way you can in the continuing effort to save the CSU.

Throughout this academic year, faculty and students have been publicizing the plight of the CSU—at rallies, town halls, and legislator lobby visits. We have broadened our efforts through the Coalition to Save the CSU, a coalition of elected officials, and business, labor, academic, community, and student leaders. We have monitored the 2003-04 Supplemental Report Language, the Legislative mandate that the CSU give priority to funding instruction, libraries, and student services. To remind administrators of Lecturer contract rights and of how essential Lecturers are to meeting the mission of the University, groups of Lecturers have been meeting with administrators and campus presidents and have also met with the Vice Chancellor of Human Resources at the Chancellor's Office.

To keep informed about these efforts, log on the CFA website (www.calfac.org) and click on "Breaking News" to access the CFA Weekly Headlines. You can sign up to receive these Headlines directly so you have the latest information. Also log on the Coalition website (www.savethecsu.org) to join the coalition and learn more about what must be done--both short-term and long-term-- to address the crisis the CSU system faces.

Most importantly, contact your campus Lecturer Representative (see below and also on the CFA website). We need to know what is happening to individual Lecturers, and we need a network of Lecturers to tell us what is happening in departments.

If you have not already done so, join CFA and be part of the Lecturer organizing and contract work that has had a tangible and positive impact on the lives of many Lecturers. To see evidence of what CFA has accomplished, log on the CFA website (www.calfac.org) and click on "Lecturers—Information."

- You will have access to the Collective Bargaining Agreement, which has been extended through June 30, 2005.
- You will have access to a one-page summary of “Lecturer Job Security and Due Process,” which outlines both previous and new contract articles of particular significance to Lecturers.
- You will have access to an important new agreement between the CFA and CSU on faculty work assignments, including "new or additional" work for Lecturers. This agreement clarifies the order of faculty work assignments, recognizes the rights of three-year lecturers, and validates CFA's interpretation that incumbent lecturers have preference for available work. Most important, it makes clear that "new or additional" work is virtually any work available to Lecturers. To see the complete agreement, click on “Faculty Work Assignments.” To see a shorter overview, click on “CFA Overview of the Application Agreement.”
- You will have access to the current Lecturers’ Handbook, which has a wealth of information about your rights and benefits.

Lecturer Rights

Lecturers who have taught for six consecutive years in one department (at least one semester or two quarters per academic year) are entitled to a three-year appointment. CFA’s position is that if you are entitled to a three-year appointment but work is not available, you must be laid off. As an alternative to layoff, CFA recommends that you be given a zero-time-base appointment so that you remain eligible for new or additional work that may become available. Another alternative to layoff is to request a Leave of Absence without Pay for a term (Article 22 of the CBA). A Leave of Absence would protect your entitlement rights; however, employer-paid benefits do not continue and access to unemployment benefits is affected. Contact your CFA Lecturer Representative or call your CFA Chapter office and ask for the Faculty Rights Representative for further information.

Lecturers who are not entitled to a three-year appointment must receive careful consideration for available work. The department must review the Lecturer’s Personnel Action File.

Regardless of what you are told about Lecturer hiring, inform your department, in writing, that you are available to teach. List all the courses you are qualified to teach (all courses you have previously satisfactorily taught at any CSU campus or are otherwise qualified to teach). Remember that you have the right to request an evaluation if one has not been done, the right to be given a copy of your evaluation, and the right to submit a rebuttal or request a meeting if you have questions or responses to your periodic evaluation (Article 15.23, 15.24, 15.5 in the CBA). You also have the right to submit a written rebuttal to any material in your Personal Action File. Since that file is the basis for personnel decisions, you should periodically examine your file. (Article 11 of the CBA).

Keep all your appointment letters and keep track of where you are on the salary schedule. Although there is no cost of living raise for faculty in 2004, CFA was able to protect the

Service Salary Step Increase (SSI) due June 30, 2004. In general, Lecturers who have taught 24 units since their last SSI and are not yet at the SSI maximum for their range are eligible for this SSI. However, SSI eligibility is complex. Refer to pages 12-13 of the Lecturers' Handbook, and if you believe you did not get an SSI to which you were entitled, contact your campus Benefits/Payroll/Human Resources office immediately and file a grievance if necessary (Article 31 in CBA). To see the Lecturer –Academic Year Salary Schedule (Unit 3, Code 2358) check page 29 of the Lecturers' Handbook or go to the Human Resources page of the CSU website, page 161 of the Salary Schedule. <http://www.calstate.edu/hrpims/Salary/SalarySchd20040429.pdf>

Lecturers on conditional appointments, including those with three-year conditional appointments, are eligible to receive unemployment insurance during breaks in their employment (including summer breaks). If your workload is reduced, you may qualify for partial unemployment benefits (depending on how much you earn.) The Lecturers page on the CFA website has a link to detailed information about how to apply for unemployment benefits. The Lecturers' Handbook also has information about unemployment benefits. You can apply online and will need to supply a union number, which for CFA is 1983.

Some Lecturers who face a loss of employment might choose to retire and take the two years of additional service credit being provided to faculty who retire by July 28, 2004. You must be part of the CalPERS retirement system, be at least age 50 and have five years of full-time equivalent service. Retiring can protect your health benefits, and you are permitted (not entitled) to continue teaching in the CSU up to half the time you previously taught. When you retire, you lose all your entitlement rights and have no guarantee of continuing to teach. Also there are deadlines and rules about continuing benefits, so you must carefully check your rights with your campus Benefits/Payroll/Human Resources office and also check directly with CalPERS.

If you are not re-appointed or are laid off, go to your campus Benefits/Payroll/Human Resources office and find out when your last paycheck will be issued and how long your benefits will continue. If you are not re-appointed or your workload falls below six units per term and you are no longer eligible for health benefits, check with your campus Benefits/Payroll/Human Resources office about continuing benefits through COBRA, which requires that you pay both the employer and employee share of the benefits costs. In some cases, cheaper coverage can be obtained by going directly to the HMO in your area. (If you are still employed but no longer eligible for benefits, make sure the CSU does not continue to take deductions for medical benefits. Some Lecturers have been required to pay back the cost of monthly benefits for which they were not eligible.) If you are re-appointed after a break in service, verify that your previously earned sick leave is credited to your account (Article 24.2, 24.4 in the CBA).

If you are not re-appointed, request that your campus e-mail account be maintained for one year in order to allow student access to you.

For further information or help with any problems you have, contact your campus CFA Lecturer Representative or campus CFA.Office. The contact information is on the CFA Website www.calfac.org/lecturerscouncil.html.

*Best regards,
CFA Lecturers' Council*