

MEMORANDUM OF UNDERSTANDING

Between the California Faculty Association & the California State University

Impacts related to COVID-19 on Operations

06/05/2020

The parties recognize a common interest in managing impacts related to COVID-19 on operations for the next fiscal year and for AY 2020-21 staffing. The goal of this MOU is to provide additional flexibility to contractual guidelines as well as clarity for Unit 3 employees and campus leadership about staffing in relation to a potential adjusted budgetary and enrollment horizon. The following provisions apply for the 2020-2021 fiscal year only.

1. Voluntary Reduction in Time Base Requests for Full Time Faculty

The University, at the sole discretion of the appropriate administrator, may grant a request for a temporary reduction in time base for the 2020-2021 academic year to Tenure Track Faculty or those with a full time 3-year appointment making such request. The request should be received as early as possible, and no later than August 1, 2020 for the fall term and no later than 30 days prior to the beginning of the term for other terms during the 20/21 academic year.

Reductions in time base must be to instructional WTUs. Full time faculty may reduce a maximum of 6 WTUs each semester for semester campuses and 8 WTUs each quarter for a quarter campus. A request for time base reduction must be made for an entire term and may not be rescinded.

Tenured and probationary faculty who are approved for a reduction in time base under this provision will return to full time service in 2021-22.

Probationary faculty and Associate Professors who are approved for a reduced time base shall be credited the full year for the purposes of RTP eligibility. A reduction in time base does not extend the probationary period for tenure or the eligibility timeline for promotion, which should continue to follow contractual parameters and campus guidelines, nor should it be viewed negatively in RTP evaluation processes.

Full time temporary faculty with 3-year appointments who request a reduction in time base in the third year of their appointment will have entitlement eligibility based upon 22.2 for any subsequent reappointment.

Full time Counselors and Librarians may request to have their work hours reduced by up to 16 hours per week (8 hours per week is a timebase reduction of .2), with approval of the appropriate administrator and the concurrence of the direct supervisor who has the authority to determine operational and staffing needs.

Unit 3 employees who choose to request a reduction in time base should be aware of the CALPERS implications, as a voluntary reduction in time base reduces service credit accrual in accordance with CalPERS regulations.

The decision of the appropriate administrator to deny a requested reduction in time base will not be subject to Article 10, the grievance procedure. Reasons for denials for a reduction in time base shall be reduced to writing.

2. Preference for Available Temporary Work for AY 2021-22

Faculty on temporary appointments who are reappointed in 2020-21 at below their time base entitlement due to the lack of available work will be provided careful consideration up to their time base entitlement from 2019-20 in 2021-22.

Prior to new and additional work being offered to continuing part-time faculty on three-year and one-year appointments, faculty on temporary appointments in 2019-20 who are not reappointed in AY 2020-21 due to lack of available work will be provided careful consideration up to their time base entitlement from 2019-20 if work is available in 2021-22.

For 2021-22, once faculty who were appointed in 2020-21 have been provided careful consideration and appointed to their time base entitlement, and faculty who did not receive 2020-21 appointments have been provided careful consideration up to their time base entitlement, new and additional work assignments may be made in accordance with Provision 12.29(a)(8) (for beginning of academic year) and 12.29(b)(9) (for during the academic year).

This modification to the preference for available work is only applicable in AY 2021-22.

Faculty on temporary appointments not reappointed in AY 2020-21 due to lack of available work, who are reemployed in 2021-22, shall be treated as having consecutive years of service for the requirements of Provision 12.12.

Temporary faculty unit employees who are not reappointed in 2020-21 must apply for work in AY 2021-22 to continue in the applicant pool.

3. Faculty Early Retirement Program (FERP)

Campuses may grant FERP requests received after the six-month contractual deadline for notice. A waiver is not guaranteed. If the deadline is waived, faculty who plan to enter FERP must provide CALPERS documentation for proof of retirement.

4. Pre-Retirement Reduction in Time Base (PRTB)

Campuses may grant PRTB requests received after the contractual six-month deadline for notice. Any faculty member who applies for PRTB beginning in academic year 2020-2021 may revoke the reduced time base and return to full-time employment in 2021-2022 upon their request. The request for return to full employment must be made by May 1, 2021.

A faculty member who has chosen PRTB for 2020-21 but does not request a return to FT employment by May 1, 2021 will be considered to be continuing in PRTB and then subject to contract provisions. A faculty member who has chosen PRTB in 2020-21 but requests a return to full employment shall lose one year of eligibility for future PRTB participation. All other contract provisions remain in force.

5. Periodic Evaluation affected by COVID-19 conditions

In the event that any required periodic evaluation of a faculty member on a temporary one-year appointment is not completed in the 2019-2020 academic year due to the limitations created by COVID-19, the University shall automatically treat that temporary faculty member as having received a positive evaluation for the purposes of careful consideration and potential re-appointment in 2020-2021.

In the event that a periodic evaluation of a faculty member on a temporary appointment who is eligible for a three year appointment is not completed in the 2019-2020 academic year due to the limitations created by COVID-19, the University shall automatically treat that temporary faculty member as “on a requested leave,” based upon CBA Provision 15.30 that reads: “the temporary faculty unit employee’s appointment shall automatically be extended through the academic term in which the rescheduled evaluation takes place. If the outcome of the evaluation is a determination by the appropriate administrator of satisfactory performance, the new three-year appointment shall be effective at the beginning of the academic year following the original expiration date of the prior appointment.” If the outcome of the evaluation is a determination by the appropriate administrator of unsatisfactory performance, a new three-year appointment shall not be issued.

6. Counselor Ratios

The CSU shall endeavor to maintain or increase the ratio of FTE Counselors to students on each campus in 2020-2021 subject to budget considerations.

7. Provision 12.29 Training

The CSU will continue to provide training to deans and chairs on the preference for

work provision in the CBA, Provision 12.29.

8. CSU-CFA Campus-level Agreements already in place

Campus agreements with CFA chapters regarding subjects contained in this MOU may remain in effect for the subjects covered in the campus agreement.

For CFA:



Jason Conwell
Representation Specialist

Date: Jun 5, 2020

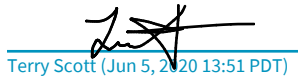
For CSU:



[Steve James \(Jun 5, 2020 13:16 PDT\)](#)

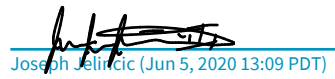
Steve James
Chief Negotiator

Date: Jun 5, 2020



Terry Scott
Representation Specialist

Date: Jun 5, 2020



Joseph J. Jelincic III
Sr. Manager of Systemwide Labor Relations
& Collective Bargaining

Date: Jun 5, 2020