

UNIT 18

Presentation on Lecturers at UCSD

July 20, 2012

MOU

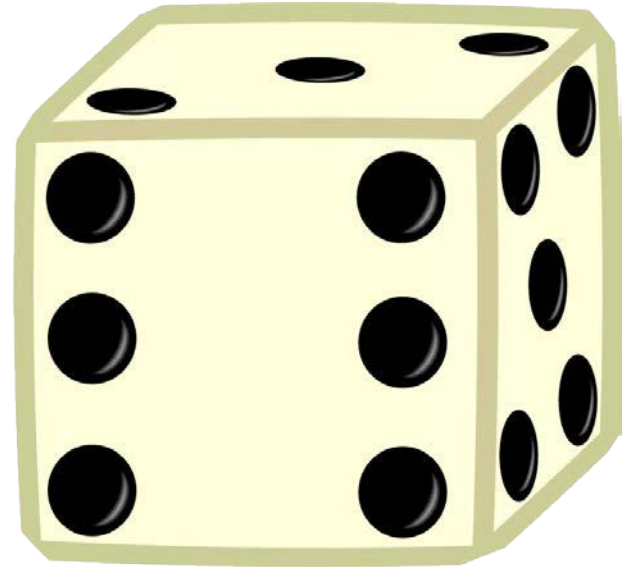
- Unit 18 Appointments are covered by an MOU located here:

http://atyourservice.ucop.edu/employees/policies_employee_labor_relations/collective_bargaining_units/onsenateinstructional_nsi/agreement.html



Types of Unit 18 Appointments

- Pre-Six (Temporary)
- Post-Six (Continuing)



Pre-Six Salary Information



- Pay for NON-UCSD people = 75% of their market salary rounded DOWN on the salary scale.
- Pay for UCSD Employees = 86% of their current salary rounded UP on the salary scale.

Unit 18 Salary Scale

http://academicaffairs.ucsd.edu/_files/aps/compensation/Unit_18_Lecturer.pdf

**TABLE 17 - 1
NON-SENATE INSTRUCTIONAL (NSI) UNIT 18
ACADEMIC STANDARD TABLE OF PAY RATES**

| 10/1/09 | | | Minimum Scale 10/1/11 | | | Adjusted Scale 10/1/11 | | | 10/1/09 | | |
|---------|-------------|-----------|--------------------------|-------------|-----------|---------------------------|-------------|-----------|---------|-------------|-----------|
| Annual | Monthly 1/9 | Monthly | Annual | Monthly 1/9 | Monthly | Annual | Monthly 1/9 | Monthly | Annual | Monthly 1/9 | Monthly |
| 44,636 | 3,719.67 | 4,959.56 | 44,636 | 3,719.67 | 4,959.56 | 45,975 | 3,831.25 | 5,108.33 | 93,628 | 7,802.33 | 10,403.11 |
| 45,753 | 3,812.75 | 5,083.67 | 45,753 | 3,812.75 | 5,083.67 | 47,128 | 3,927.17 | 5,236.22 | 95,968 | 7,997.33 | 10,663.11 |
| 46,896 | 3,908.00 | 5,210.67 | 46,896 | 3,908.00 | 5,210.67 | 48,303 | 4,025.25 | 5,367.00 | 98,368 | 8,197.33 | 10,929.78 |
| 48,068 | 4,005.67 | 5,340.89 | 48,068 | 4,005.67 | 5,340.89 | 49,510 | 4,125.83 | 5,501.11 | 100,827 | 8,402.25 | 11,203.00 |
| 49,270 | 4,105.83 | 5,474.44 | 49,270 | 4,105.83 | 5,474.44 | 50,748 | 4,229.00 | 5,638.67 | 103,347 | 8,612.25 | 11,483.00 |
| 50,502 | 4,208.50 | 5,611.33 | 50,502 | 4,208.50 | 5,611.33 | 52,017 | 4,334.75 | 5,779.67 | 105,931 | 8,827.58 | 11,770.11 |
| 51,765 | 4,313.75 | 5,751.67 | 51,765 | 4,313.75 | 5,751.67 | 53,318 | 4,443.17 | 5,924.22 | 108,578 | 9,048.17 | 12,064.22 |
| 53,058 | 4,421.50 | 5,895.33 | 53,058 | 4,421.50 | 5,895.33 | 54,650 | 4,554.17 | 6,072.22 | 111,294 | 9,274.50 | 12,366.00 |
| 54,385 | 4,532.08 | 6,042.78 | 54,385 | 4,532.08 | 6,042.78 | 56,017 | 4,668.08 | 6,224.11 | 114,077 | 9,506.42 | 12,675.22 |
| 55,745 | 4,645.42 | 6,193.89 | 55,745 | 4,645.42 | 6,193.89 | 57,417 | 4,784.75 | 6,379.67 | 116,928 | 9,744.00 | 12,992.00 |
| 57,138 | 4,761.50 | 6,348.67 | 57,138 | 4,761.50 | 6,348.67 | 58,852 | 4,904.33 | 6,539.11 | 119,851 | 9,987.58 | 13,316.78 |
| 58,567 | 4,880.58 | 6,507.44 | 58,567 | 4,880.58 | 6,507.44 | 60,324 | 5,027.00 | 6,702.67 | 122,848 | 10,237.33 | 13,649.78 |
| 60,031 | 5,002.58 | 6,670.11 | 60,031 | 5,002.58 | 6,670.11 | 61,832 | 5,152.67 | 6,870.22 | 125,920 | 10,493.33 | 13,991.11 |
| 61,531 | 5,127.58 | 6,836.78 | 61,531 | 5,127.58 | 6,836.78 | 63,377 | 5,281.42 | 7,041.89 | 129,067 | 10,755.58 | 14,340.78 |
| 63,069 | 5,255.75 | 7,007.67 | 63,069 | 5,255.75 | 7,007.67 | 64,961 | 5,413.42 | 7,217.89 | 132,293 | 11,024.42 | 14,699.22 |
| 64,647 | 5,387.25 | 7,183.00 | 64,647 | 5,387.25 | 7,183.00 | 66,586 | 5,548.83 | 7,398.44 | 135,602 | 11,300.17 | 15,066.89 |
| 66,263 | 5,521.92 | 7,362.56 | 66,263 | 5,521.92 | 7,362.56 | 68,251 | 5,687.58 | 7,583.44 | | | |
| 67,920 | 5,660.00 | 7,546.67 | 67,920 | 5,660.00 | 7,546.67 | 69,958 | 5,829.83 | 7,773.11 | | | |
| 69,618 | 5,801.50 | 7,735.33 | 69,618 | 5,801.50 | 7,735.33 | 71,707 | 5,975.58 | 7,967.44 | | | |
| 71,358 | 5,946.50 | 7,928.67 | 71,358 | 5,946.50 | 7,928.67 | 73,499 | 6,124.92 | 8,166.56 | | | |
| 73,141 | 6,095.08 | 8,126.78 | 73,141 | 6,095.08 | 8,126.78 | 75,335 | 6,277.92 | 8,370.56 | | | |
| 74,971 | 6,247.58 | 8,330.11 | 74,971 | 6,247.58 | 8,330.11 | 77,220 | 6,435.00 | 8,580.00 | | | |
| 76,844 | 6,403.67 | 8,538.22 | 76,844 | 6,403.67 | 8,538.22 | 79,149 | 6,595.75 | 8,794.33 | | | |
| 78,765 | 6,563.75 | 8,751.67 | 78,765 | 6,563.75 | 8,751.67 | 81,128 | 6,760.67 | 9,014.22 | | | |
| 80,734 | 6,727.83 | 8,970.44 | 80,734 | 6,727.83 | 8,970.44 | 83,156 | 6,929.67 | 9,239.56 | | | |
| 82,753 | 6,896.08 | 9,194.78 | 82,753 | 6,896.08 | 9,194.78 | 85,236 | 7,103.00 | 9,470.67 | | | |
| 84,823 | 7,068.58 | 9,424.78 | 84,823 | 7,068.58 | 9,424.78 | 87,368 | 7,280.67 | 9,707.56 | | | |
| 86,943 | 7,245.25 | 9,660.33 | 86,943 | 7,245.25 | 9,660.33 | 89,551 | 7,462.58 | 9,950.11 | | | |
| 89,117 | 7,426.42 | 9,901.89 | 89,117 | 7,426.42 | 9,901.89 | 91,791 | 7,649.25 | 10,199.00 | | | |
| 91,345 | 7,612.08 | 10,149.44 | 91,345 | 7,612.08 | 10,149.44 | 94,085 | 7,840.42 | 10,453.89 | | | |

Comp Group A43

**TABLE 17 - 2
NON-SENATE INSTRUCTIONAL (NSI) UNIT 18
ACADEMIC STANDARD TABLE OF PAY RATES**

| Minimum Scale 10/1/11 | | | Adjusted Scale 10/1/11 | | |
|--------------------------|-------------|-----------|---------------------------|-------------|-----------|
| Annual | Monthly 1/9 | Monthly | Annual | Monthly 1/9 | Monthly |
| 93,628 | 7,802.33 | 10,403.11 | 96,437 | 8,036.42 | 10,715.22 |
| 95,968 | 7,997.33 | 10,663.11 | 98,847 | 8,237.25 | 10,983.00 |
| 98,368 | 8,197.33 | 10,929.78 | 101,319 | 8,443.25 | 11,257.67 |
| 100,827 | 8,402.25 | 11,203.00 | 103,852 | 8,654.33 | 11,539.11 |
| 103,347 | 8,612.25 | 11,483.00 | 106,447 | 8,870.58 | 11,827.44 |
| 105,931 | 8,827.58 | 11,770.11 | 109,109 | 9,092.42 | 12,123.22 |
| 108,578 | 9,048.17 | 12,064.22 | 111,835 | 9,319.58 | 12,426.11 |
| 111,294 | 9,274.50 | 12,366.00 | 114,633 | 9,552.75 | 12,737.00 |
| 114,077 | 9,506.42 | 12,675.22 | 117,499 | 9,791.58 | 13,055.44 |
| 116,928 | 9,744.00 | 12,992.00 | 120,436 | 10,036.33 | 13,381.78 |
| 119,851 | 9,987.58 | 13,316.78 | 123,447 | 10,287.25 | 13,716.33 |
| 122,848 | 10,237.33 | 13,649.78 | 126,533 | 10,544.42 | 14,059.22 |
| 125,920 | 10,493.33 | 13,991.11 | 129,698 | 10,808.17 | 14,410.89 |
| 129,067 | 10,755.58 | 14,340.78 | 132,939 | 11,078.25 | 14,771.00 |
| 132,293 | 11,024.42 | 14,699.22 | 136,262 | 11,355.17 | 15,140.22 |
| 135,602 | 11,300.17 | 15,066.89 | 139,670 | 11,639.17 | 15,518.89 |

Workload

- 3 courses per quarter = 100%
- 2 courses per quarter = 67%
- 1 course per quarter = 33%
- If a course is assigned a 1.5 workload credit, that course is worth 50%
- If a course is assigned a .5 workload credit, that course is worth 17%



Merit Increases

- A merit increase of two steps on the salary scale is given at 9 quarters.
- At 18 quarters, they become a candidate for a continuing appointment, and also receive a merit of two steps on the salary scale.
- MOU Article 22



Include in File

- Summary form for temporary appointments.
- Chair's letter describing: what the person will be teaching, why, period of appointment, salary and how it was determined, total cost for the appointment (current year cost), source of funding, and why the individual is qualified to teach the course(s).
- Certs A and B if the person is a current academic employee at UCSD.
- Evidence of teaching.
- Complete and signed biobib.



Summary for Temporary Employees

ACADEMIC APPOINTMENT SUMMARY FORM FOR TEMPORARY EMPLOYEES

Name: Strange, Erin Department: ENG
 Highest Degree/Institution/Year: PhD MIT 1993 College of FTE: Revelle
 Begin Date: 01/01/12 End Date: 3/31/12
Pay Dates not Service Dates

Present Status (Date: Current) Proposed Status
 Institution: _____ Title: Lecturer
 Title: Independent Consultant Title Code: 1632
 Title Code: _____ Salary: 79,149 % of Time: 33
 Salary: 100,000 % of Time: 100 (10/01/11 scale) **Annual Salary/9*3*%=CYC**
 Basis: Academic Fiscal Funding Source: ENG Current Year Cost: 8706.39

Dept/Div Chair Signature: _____ Date: _____

On Leave from Home Institution _____ Merit Increase _____ Retired Faculty _____
 Registered UC Grad. Student _____ 3-year Appt. _____ Concurrent Appt. _____

Previous UC Experience

| Dates | Title | Annual Salary & Salary Scale (Indicate Merits with *) | % Time | Dept/UC Campus |
|-------|--------------|--|--------|----------------|
| | SEE ATTACHED | Attach UC Academic History | | |
| | | | | |
| | | | | |
| | | | | |

Total Unit 18 Qtrs @ UCSD 7 as of 12/31/11 (indicate end date of last Unit 18 Appt)

If this is 15 - you should be submitting a needs assessment with this file!!!

Proposed Classes

| Quarter | Course No. | Course Name | Hours/Week for (P.E.) | Enrollments | |
|---------|------------|-------------------|--------------------------|-------------|---------------------|
| | | | | Projected | Actual (past 2 yrs) |
| WI12 | ENG201 | Venture Mechanics | | 20 | |
| | | | | | |
| | | | | | |
| | | | | | |

Other Duties: office hours Name of Designated Supervisor(s): Frieder Seible
 Dept. Chair

| REVIEW ACTION | Approve | Disapprove | Modify | Date |
|-------------------|---------|------------|--------|------|
| Reviewing Provost | | | | |
| Dean, OGSR | | | | |
| CAP | | | | |
| Dean-SIO/SOM/SPPS | | | | |
| Dean of Division | | | | |
| VCAA | | | | |

Quarter Count



- Keep track of quarters taught as you appoint and reappoint unit 18 lecturers with specific attention paid to:
 - 9th quarter – at this time the lecturer is due a merit increase.
 - During the 15th quarter – a needs assessment must be conducted to establish the possibility or not of them becoming a continuing lecturer.
 - 18 quarters – candidate must become a continuing lecturer.

Needs Assessment

- Should be completed during the 15th quarter of teaching in the SAME department.
- If it is determined that continuing need is present and a continuing appointment will be needed, funding must be approved through the Dean's Office.
- Salary will be based on last Unit 18 salary plus a merit increase.



Needs Assessment

INSTRUCTIONAL NEED ASSESSMENT FOR INITIAL CONTINUING NSF (UNIT 18) APPOINTMENT

This assessment should be completed at the beginning of the 15th quarter of service in the same department

| NAME | DEPARTMENT | Quarter Count | As Of |
|---------------|------------|---------------|----------|
| STRANGE, ERIN | ENG | 15 | 06/30/12 |

Current Appointment Dates: 07/01/12 through 06/30/13

Current Courses Taught:

| <i>Course Number</i> | <i>Full Title of Course (including type and section number)</i> | <i>%</i> | <i>Quarter</i> |
|----------------------|---|----------|----------------|
| ENG1 | FUN WITH ENGINEERING | 33 | FA12 |
| ENG2 | SUPER FUN WITH ENGINEERING | 33 | W113 |

Need Has Been Determined Beyond 18 Quarters:

Instructional need to establish a continuing appointment **shall exist** under the MOU Article 7b, Section B.1., when,

- There is a departmental need for courses to be taught by NSF in the area in which the NSF member has taught; and
- The NSF member is qualified to teach those courses; and
- A Continuing Appointee is not already expected to teach the course(s).

Need Does Not Exist Beyond 18 Quarters:

Instructional need to establish a continuing appointment **will not exist** under the MOU Article 7b, Section B.2., when:

- Senate faculty is designated to teach the course(s) during the next academic year previously assigned to the NSF;
- Graduate Academic Student Employees (ASEs) whose training is in the same department or related discipline, or where the assignment is made pursuant to an academic plan for pedagogical training, are designated to teach the course(s) during the next academic year previously assigned to the NSF;
- An unanticipated Visiting or Adjunct Professor is designated to teach the course(s) during the next academic year previously assigned to the NSF;
- The assignment of the NSF to teach the course(s) conflicts with established departmental academic program requirements for intellectual diversity; or
- Other courses in the area in which the NSF has taught and for which the NSF is currently qualified are neither available nor taught during the initial appointment year.

Please explain reason(s) need does not exist: _____

Temporary need exists only for the next academic year (16 – 18 quarters), due to: _____

Endorsed by:
SIGNED BY DEPARTMENT CHAIR

CHAIR/DIRECTOR/PROVOST _____ Date _____

Approved by:
APPROVED BY DEAN

DEAN/ASSOCIATE VICE CHANCELLOR _____ Date _____

Please forward a copy of the approved form to the Academic Personnel Office

Outcomes of Needs Assessment

□ Instructional Need

- The Department needs the lecturer to continue to teach the course(s) that they have been teaching.
- There is not already a continuing appointee or a Faculty Member who is already expected to teach the course(s)
- Lecturer needs to be informed in writing no later than the end of the 15th quarter that it is the intention of the Department to have them teach their courses on an ongoing basis. The Lecturer is provided with information regarding their excellence review including paperwork they need to provide as well as any deadlines.

Continuing Appointments

- 1 occur when there is ongoing need for the individual to teach a course or courses indefinitely.
- 2 the individual meets the excellence standards of the department.
- MOU – Article 7b



Excellence Review

- An “excellence review” should be compiled by a committee (NON-confidential) detailing the candidate’s abilities to teach the course(s) for which they are being considered.
- Department vote is required in all files.
- Outside letters as per other academic file are required.
- Department recommendation letter which includes: department vote information, explanation of instructional need, specific teaching assignment, Instructional workload calculation, salary (including merit increase), explanation of committee and their findings.

Excellent



Changes to Continuing Appointments

- **Augmentations**
 - ▣ Permanent – Memo from Chair, signed off by Lecturer, sent to Dean requesting to permanently increase the base appointment.
 - ▣ Temporary – Form filled out, signed by Chair and Lecturer
 - These can be done during ONE YEAR of a continuing appointment cycle. SO, during one academic you may augment however many times you like, however after that, any augmentations made to the appointment will be considered PERMANENT, and will require a memo.
- MOU Article 7b
- See Handouts



MOU

- The MOU is no longer issued in paper copy, for the most recent version of the MOU go here:

http://atyourservice.ucop.edu/employees/policies_employee_labor_relations/collective_bargaining_units/onsenateinstructional_nsi/agreement.html