

CALIFORNIA STATE UNIVERSITY, FRESNO

TEMPORARY FACULTY BENEFITS ELIGIBILITY INFORMATION

Human Resources

5150 North Maple Avenue, Room JA211
 Fresno, CA 93740-8026 (559) 278-2032 FAX (559) 278-7795

Benefits eligibility is based upon your contract(s) as a Lecturer¹. The number of teaching units and the duration of your appointment will determine your benefits eligibility. Once you are enrolled in benefits, you must maintain a minimum of six weighted teaching units (6/15 time base) per semester to continue coverage. If your appointment falls under **Section B**, please contact Human Resources at (559) 278-2032 to discuss benefit options and effective dates.

SECTION A

If your Appointment is LESS THAN 6-WTUs:

- Less than six weighted teaching units (.40 time base)
- AND**
- One Semester OR Academic Year (AY) appointment

SECTION B

If your Appointment is 6-WTUs or MORE:

- More than six weighted teaching units (.40 time base)
- AND**
- One Semester OR Academic Year (AY) appointment

GAIN OR LOSS OF BENEFITS ELIGIBILITY: During any Semester, if you have a change in time base, appointment type (duration), OR receive an additional appointment in another department with the same duration (i.e., One semester or AY), please contact our office immediately as it may affect your benefits eligibility.

NOTE: Your appointment is **NOT** averaged in order to qualify for benefits. Once you qualify for benefits, Human Resources will monitor your appointment on an on-going basis to determine continued eligibility.

If you are currently employed as a Lecturer¹ with another CSU campus, please contact Human Resources at Fresno State for possible benefits eligibility under Section B.

A. YOU ARE ELIGIBLE FOR THE FOLLOWING BENEFITS:

- Catastrophic Leave Donation Program ^{**requires additional verification}
- Dependent Care Account/HealthCare Account ^(Flex Spending Plans)
- Family Medical Leave ^{**requires additional verification}
- Fee Waiver Program ^{**refer to Collective Bargaining Agreement}
- Long-Term Care ^(apply April – June)
- Non-Industrial Disability ^{**If CalPERS member}
- Retirement (CalPERS or Part-time, Seasonal & Temporary [PST])
- Workers' Compensation
- Voluntary Pre-Tax Programs (403b, 457, 401k) ^{**}
- Voluntary Miscellaneous Programs ^(Credit Unions, savings bonds, auto/homeowners insurance)
- Sick leave/Personal Holiday

B. YOU ARE ELIGIBLE FOR THE FOLLOWING BENEFITS:

- Catastrophic Leave Donation Program ^{**requires additional verification}
- Dependent Care Account/HealthCare Account ^(Flex Spending Plans)
- Family Medical Leave ^{**requires additional verification}
- Fee Waiver Program ^{** refer to Collective Bargaining Agreement}
- Long-Term Care ^(apply April – June)
- Non-Industrial Disability ^{**If CalPERS member}
- Retirement (CalPERS or Part-time, Seasonal & Temporary [PST])
- Workers' Compensation
- Voluntary Pre-Tax Programs (403b, 457, 401k) ^{**}
- Voluntary Miscellaneous Programs ^(Credit Unions, savings bonds, auto/homeowners insurance)
- Sick Leave/Personal Holiday
- Health Benefits
 - Medical
 - Dental & Vision **(employer-paid)**
- Flex Cash in lieu of Medical and/or Dental ^(requires proof of alternate non-CSU plan)
- Basic Life and AD&D Insurance **(employer-paid)**
- Long-Term Disability **(employer-paid)**
- Tax Advantage Premium Plan
- Employee Assistance & Wellness Program
- Voluntary/Supplemental Insurance (Sanders & Associates, Standard Life)

¹ Lecturers and Coaches with appointments in classifications—2358, 2375, 2378, 2381 or 2384.

******Eligibility for these benefits has specific requirements. Contact Human Resources for further information.

Pay Calendar

Pay dates can be found at <http://www.fresnostate.edu/adminserv/hr/payroll/news/calendars.html>

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Jul 31	Aug 31
AY	Fall-1	Fall-2	Fall-3	Fall-4	Spring-1	Spring-2	Spring-3	Spring-4	Spring-5	Spring-6	See Notification Sheet	
Fall	Fall-1	Fall-2	Fall-3	Fall-4	Fall-5, 6							
Spring					Spring-1	Spring-2	Spring-3	Spring-4	Spring-5	Spring-6		

CALIFORNIA STATE UNIVERSITY, FRESNO

TEMPORARY FACULTY ELIGIBILITY INFORMATION

Faculty Affairs

5200 North Barton Avenue, Room 4142
Fresno, CA 93740-8026 (559) 278-3027 FAX (559) 278-8190

The Faculty employees are recognized under the CFA/CSU Collective Bargaining Agreement-Unit 3. The following contains Articles pertinent to Appointments, Salary, Retirement program and Evaluations. The complete CBA can be found at the California State University website. <http://www.calstate.edu/hr/employee-relations/bargaining-agreements/contracts/cfa/index.shtml>

Appointments - Article 12

Article 12.3: Temporary appointments

Article 12.6: Full-time temporary employees (30 WTUs) shall not be appointed on a conditional basis

Article 12.12: Three-Year appointments (less than 30 WTUs) is conditional based on budget and enrollment

Service Salary Increase (SSI) – Article 12.10 & Article 31

Upon completion of twenty-four (24) units in the same department, temporary employees are eligible to receive negotiated salary increases equivalent to the percentage of 2.65% (article 31.25), provided that they meet the requirements of Article 31.

Fee Waiver – Article 26

Temporary faculty unit employees (excluding coaches – coaches must have an equivalent of more than 6 years full-time equivalent service in the department) with 3 year appointments pursuant to Article 12 shall be approved for enrollment in the CSU fee waiver program. <http://fresnostate.edu/adminserv/hr/benefits/fee-waiver.html>.

Standard Range Elevation - Article 12.17 & 12.18

Those eligible for lecturer range elevation shall be limited to lecturers who have no more eligibility for salary increases pursuant to provision 12.10 in their current range, and have served five (5) years in their current range. Receipt of a previous FMI may affect your eligibility. See APM 332.

Temporary Range Elevation – The enclosed sheet explains the temporary range elevation provision and provides employment information applicable to qualifying for this limited provision based on status at the beginning of AY 2017/18.

Part-time, Seasonal, and Temporary Employees Retirement Program

The Part-time, Seasonal, and Temporary Employees Retirement Program (PST Program) is a savings program created by federal law for employees who are not members of a retirement system. The PST Program provides an opportunity for state and California State (CSU) employees not covered by Social Security and by the California Public Employees' Retirement System (CalPERS) to save for retirement. If you separate from employment, you become eligible to and should withdraw your money from your account 90 days after your last contribution posts. The methods of payment available are explained in the *Part-time, Seasonal, and Temporary Employees Retirement Program: Benefit Payment Booklet*. You may download this document from the Savings Plus Web site at <https://www.savingsplusnow.com/iApp/tcm/savingsplusnow/index.jsp> or call (855)616-4776 to request that it be mailed to you.

Periodic Evaluations – Article 15.23 (FT) and 15.24(PT) and APM 322

These evaluations shall include student evaluations, peer reviews and appropriate administrator reviews. Departments may choose to enhance the requirements in APM 322; however, Departments may not choose to decrease the minimum requirements.

Evaluations – Article 15.28 and 15.29

Temporary faculty unit employees eligible for a three-year appointment pursuant to provision 12.12 and Temporary faculty unit employees holding a three-year appointment pursuant to provision 12.13 shall be evaluated in the academic year preceding the issuance of a three-year appointment. Where the appropriate administrator determines that a temporary faculty unit employee has not performed his/her duties in a satisfactory manner, then the reasons for his/her determination shall be written and placed in the Personnel Action File.

Academic Policy Manual <http://www.fresnostate.edu/academics/facultyaffairs/policies/apm/index.html>

Relevant policies

APM 306: Policy On Temporary Faculty

APM 322: Policy on Evaluation

APM 241: Interim Policy on Course Syllabi and Grading Interim