

## Allowable Additional Employment - Unit 3 Faculty

Allowable 25% Overage CSU Employment Fall and Spring			
Unit of Measurement	Method of Calculation	25% Overage	Maximum
Units per Semester:	25% of 15 units	3.75 WTU	18.75 WTU
Hours per Week <sup>1</sup> :	25% of 40 hours	10 hours	
Hours per Month:	10 hrs/week x 4-5 weeks	40-50 hours	
Hours per Semester:	10 hrs/week x 17 weeks	170 hours	

1. Exceeding 10 additional hours per week is reasonable over a short time frame (less than one month) so long as total for term remains below max.

Allowable CSU Employment Summer				
Unit of Measurement	Method of Calculation	Regular	25% Overage	Maximum
Hours/Week Summer	40 hours per week	40	10 hours/week	50 hrs
Hours per Summer	12 x 40 hrs	480	120 hrs	600 hrs
WTU / Summer	480 hrs x (3 WTU/136 hrs)	10.6 WTU	2.65 WTU	13.25 WTU

Summer has typically 12 weeks.

AY Faculty can take on the maximum allowed as they do not have summer duties. 12M faculty are limited to Overage.

Allowable CSU Employment Winter				
Unit of Measurement	Method of Calculation	Regular	25% Overage	Maximum
Hours/Week Winter	40 hours per week	40	10 hours/week	50 hrs
Hours per Winter	4 x 40 hrs	160	40	200 hrs
WTU / Winter	160 hrs x (3 WTU/136 hrs)	3.53 WTU	0.88 WTU	4.41 WTU

Winter has typically 4 weeks.

AY Faculty can take on the maximum allowed as they do not have winter duties. 12M faculty are limited to Overage.

Allowable CSU Employment Spring Break				
Unit of Measurement	Method of Calculation	Regular	25% Overage	Maximum
Hours:	40 hours per week	40	10 hours/week	50 hrs
WTU / Winter	40 hrs x (3 WTU/136 hrs)	0.88 WTU	0.22 WTU	1.1 WTU

AY Faculty can take on the maximum allowed as they do not have Spring Break duties. 12M faculty are limited to Overage.

When multiple sources exist, we must review in terms of combined additional effort. We need to convert sources to a common unit to test against maximum. It can be in either hours or WTU, so long as the appropriate conversion is used (3 WTU = 136 hours). For activities that span time periods (e.g. spring and summer), appropriate weighting fractional assignment of the duties should be used (e.g. equally split across spring and summer will have half assignment in each).

5/5/2023