

**POLICY ON REASSIGNED TIME
FOR EXCEPTIONAL LEVELS OF SERVICE TO STUDENTS**

This policy statement was recommended by the Academic Senate on 2-15-2018 and approved by the President on 2-27-2018.

The purpose of this policy is to provide a process for all Unit 3 faculty to write proposals and compete for reassigned time for exceptional levels of service to students that supports the priorities of the California State University (CSU) system and California State University Long Beach's mission pursuant to Article 20, Section 20.37 of the 2014-2017 Collective Bargaining Agreement (CBA) between CSU and the California Faculty Association. As stated in that document, this program is primarily designed to offer reassigned time to "faculty employees who are engaged in exceptional levels of service that support the CSU's priorities, but who are not otherwise receiving an adjustment in workload to reflect their effort."

1.0 ELIGIBILITY & RESTRICTIONS

1.1 Eligibility

All Unit 3 faculty employees are eligible to submit a proposal to request reassigned time for exceptional levels of service to students.

Faculty who have previously received reassigned time under this program and have not filed a final report on their activities are not eligible to apply again until their final report has been received.

1.2 Restrictions

Faculty members already receiving reassigned time for the same general category of activity (e.g., reassigned time for excess enrollments, reassigned time for committee service) shall not be eligible for support from this program.

Reassigned time can only be utilized during the academic year (August—May) during which the activity continues to be performed.

2.0 SUPPORTED ACTIVITIES AND REVIEW CRITERIA

2.1 Educational Experience

Applications must demonstrate that the quality of students' educational experience could not have been maintained without an in

2.1.4 Service to the department, college, university, or community that goes significantly beyond the normal expectations of all faculty;

2.1.5 Assignment to courses where increases in enrollment have demonstrably increased workload;

2.1.6 Other extraordinary forms of service to students.

2.2 Definitions

For additional information on the definition of "unreasonable" or "excessive" workload see CBA 20.3.

3.0 APPLICATION MATERIALS

The Academic Senate chair shall send out the awiwifil3 (a)4 (w)24 (i)(w)20.003 nate ERIA1lsad()Tj/TPChTsac

and the outcomes were as claimed in the original application. Awardees are ineligible to receive further reassigned time from this program unless their reports on previous awards have all been received.

EFFECTIVE: Immediately