

California State University, Fresno  
Office of Faculty Affairs  
New Lecturer Appointment Certification

\_\_\_\_\_  
*Department*

\_\_\_\_\_  
*College*

\_\_\_\_\_  
*New Faculty Member Name*

\_\_\_\_\_  
*Teaching discipline / Specialization*

\_\_\_\_\_  
*Contact email*

\_\_\_\_\_  
*Phone Number*

\_\_\_\_\_  
*Employee ID# (if known)*

Degree BA, MA, MS, MFA, PhD, EDD	Major Biology, English, Nursing, Rehabilitation Counseling	Date Granted	Institution/University California State University, Fresno University of California, Irvine Fresno Pacific	Terminal degree for discipline (Y/N)

1. Retired annuitants are considered *retirees* and receive their CalPERS retirement benefits in addition to compensation for limited CSU work permitted under statute. Retired annuitant are restricted for extra help positions.

*Is the New Lecturer a Retired Annuitant?*  No  Yes, if yes, attach statement indicating the skills needed to perform the work of a limited duration to prevent stoppage of department business.

2. Consistent with APM 306 Section III .9 & .10, the department recommends adding this individual to the qualified temporary faculty members list for our department. We have reviewed the attached application, current vita or resume, transcripts (or verified degree docs) and contacted at least 3 professional references.

*Attach to this form:*  CV,  Application (SC-1)  Appointment Notice (contract) and forward to Faculty Affairs:

3. Consistent with policy, we verified this applicant's degrees and education information listed above.

\_\_\_\_\_  
*Signature of Committee Chair*  
*(optional)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Department Chair*

\_\_\_\_\_  
*Date*

After review of qualifications, order of assignment and course schedule, I approve adding this individual to the department list of qualified temporary faculty and recommend him/her for appointment as follows:

**Appointment Information:**

The applicant has a terminal degree required for the teaching discipline listed above:  Yes  No

Rank (Lecturer A, B, C, D): \_\_\_\_\_

Monthly Base Rate: \_\_\_\_\_

\_\_\_\_\_  
*Signature of Dean*

\_\_\_\_\_  
*Date*

*Applicable Policies:* Salary schedule <http://www.calstate.edu/HRAAdm/SalarySchedule/Salary.aspx>  
CBA Article 12 Appointments  
APM 306 Policy on Temporary Faculty

ID: \_\_\_\_\_

*Last Revised: May 28, 2019*