



# CALIFORNIA STATE UNIVERSITY, LONG BEACH

---

## Procedures for Grant-Related/Specifically-Funded Instructional Faculty Appointment

### Preamble

Grant-Related/Specially-Funded Instructional Faculty (GRIF) appointments allow California State University, Long Beach (CSULB) to recognize outstanding externally supported achievements with enhanced salary from non-state resources during the period of the GRIF appointment. The purpose of the Procedures for Grant-Related/Specially-Funded Instructional Faculty Appointment is to establish the means by which instructional faculty engaged in substantial externally funded activity can be granted a GRIF classification.

### Definition

The Grant-Related/Specially-Funded Instructional Faculty (GRIF) member serves as a California State University, Long Beach instructional faculty member. GRIF members will be appointed to a non-permanent academic year or a 12-month GRIF classification. The classification can be awarded to faculty involved in grant-funded faculty assignments as well as faculty assignments funded by gifts and bequests or by Foundation allocations. The GRIF classifications provide for additional salary at a range specified by the Faculty Collective Bargaining Agreement.

### General Provisions

- "Grant-Related/Specially-Funded Instructional Faculty Employee" is designated by the classification code 2387 or 2388.
- Only an individual who holds a full-time permanent faculty appointment may be appointed to classification code 2387 or 2388.
- Employment in classification code 2387 or 2388 may only occur with the approval of the President or designee. New or continuing appointment to a GRIF classification is always at the discretion and pleasure of the President and/or designee.
- Each appointment is to be made for one academic year or 12-month period. Faculty members are eligible for additional reappointments by the President or designee after appropriate consultation and within the funding limits. There is no automatic renewal of a GRIF appointment.
- The number of GRIF appointments in the CSU system is limited by system policy.

### Qualifications

A faculty member appointed to a GRIF classification must be an individual of regional and national professional stature. The candidate must have a combination of education and experience required for the academic rank to which he/she is appointed plus exceptional professional merit in scholarship and teaching as evidenced by regional or national recognition in his/her discipline(s), as determined by the President or designee, after appropriate consultation. The candidate must have an outstanding track record of obtaining external funding through grants or other fundraising.

### Letter of Application

The eligible faculty member must submit a letter of application to the Department Chair, copied to the Dean, requesting a GRIF appointment and providing rationale. The letter of application is reviewed by the Department Chair who submits a recommendation to the Dean for approval or denial of the GRIF appointment.

Date: October 2010

The letter of application and the recommendation from the Department Chair are reviewed by the Dean. The Dean submits a letter of recommendation to the Provost that confirms the identified sources of funding and, if the Dean supports the appointment, he/she specifies the recommended GRIF salary differential. The Dean is responsible for obtaining written confirmation that the faculty member has sufficient external support to cover all costs. That confirmation should be obtained from the Office of Research and External Support when GRIF is funded by grants and contracts and from the Foundation Office when GRIF is funded by gifts and bequests or foundation allocation. This includes identification of the source(s) of external funds from which the GRIF differential will be paid.

The President or designee reviews the application letter and recommendations from both the Department Chair and the Dean and approves or denies the GRIF appointment and, if approved, specifies the amount of the GRIF salary differential. The President or designee's decision to approve or deny a GRIF appointment is final. The President or designee communicates his/her decision to the applicant by letter, with copies to the Dean and the Department Chair.

#### Terms of Appointment

Appointment to a GRIF classification is not permanent and shall be made only for one academic year or one 12-month period.

Appointment to a GRIF classification automatically expires at the end of the period stated and does not establish a right to a subsequent GRIF appointment. Faculty seeking an additional or renewed GRIF appointment must re-apply through the same process as first-time applicants.

GRIF appointments are contingent on the availability of adequate funding from grants, gifts, or other non-state funds. Therefore, should the funding cease to be available, the GRIF appointment will terminate.

Since GRIF is awarded in recognition of outstanding capability in winning external funding, appointees to a GRIF classification are expected to be successful in obtaining external funding sufficient to reimburse the state budget for both (a) their salary enhancement and (b) for their own time devoted to research or other activities associated with the GRIF position. Occasionally, a college dean or the provost may match or provide assigned time for purposes of starting or bridging external funding activities but this will not be normal practice. This expectation for success in external funding should be reflected in the dean's letter of appointment.

Appointees to these classifications shall receive compensation comprising the base salary of their normal faculty appointment plus a salary augmentation within the range specified for GRIF by the Faculty Collective Bargaining Agreement above such base salary. The letter of appointment from the Provost shall state the amount of the differential salary.

When the appointment to a GRIF position is concluded, the faculty member shall revert back to the salary classification of his/her prior faculty position with any intervening salary adjustments.

The portion of GRIF faculty time that is not fully reimbursed by external funding shall be assigned to normal teaching and departmental, college, and university service responsibilities expected of all other faculty in their regular appointments.

Appointment to either GRIF classification does not constitute a promotion nor does termination of a GRIF appointment without renewal constitute a demotion. No tenure or salary rights attach to either classification separate from the tenure rights and salary normally accruing from regular full-time faculty appointment.

Date: October 2010