

# Everybody Asks Raymond

## About the New Multiple Position Policy



On January 24, 2011, the Board of Trustees adopted a revised *Statement of Policy on Multiple Positions*, and my phone has been ringing off the hook ever since. Here are some of the questions that have been raised.

**Q. When is the revised policy effective?**

A. The policy took effect immediately when the Board of Trustees adopted it.

**Q. To whom does the policy apply?**

A. The policy applies to full-time faculty (e.g., professors, associate professors, assistant professors, lecturers, and instructors). It does *not* apply to non-teaching instructional staff (e.g., HEOs, CLTs, and Research Associates), unless the College's governance plan recognizes such employees as faculty.

**Q. Have any changes been made to a faculty member's ability to engage in outside work or consulting?**

A. The amount of outside work or consulting that may be approved has not changed. It remains a maximum of an average of one day (*i.e.*, seven hours) per week, or its equivalent over the course of the academic year. However, there is new language in the policy that requires a faculty member who engages in work outside of the University to incorporate five principles into the agreement with the third party: (1) that the faculty member is serving in an individual capacity and not on behalf of the University; (2) that the faculty member's primary responsibility is to the University and that s/he is bound by the University's policies; (3) that in executing the external work for the third party, the faculty member may not make substantial use of the University's resources without the written permission of the University; (4) that the agreement with the third party may not grant rights to intellectual property owned by the University and/or the CUNY Research foundation without those entities' written consent; and (5) that the third party may not restrict the faculty member's ability to engage in research as an employee of the University, limit his/her ability to publish work generated at or on behalf of the University, or infringe upon the faculty member's academic freedom.

**Q. Are there changes to faculty members' opportunities to teach within the University for additional compensation during the academic year?**

A. Yes. The rules governing overload opportunities within the University have changed substantially. The limitations on assigning overload teaching to tenured faculty and to non-tenure-track faculty who have either administrative or research reassigned time and to doctoral faculty have been eliminated. Untenured tenure-track faculty are generally prohibited from overload

assignments, except that during a semester when they are not receiving contractually-mandated research reassigned time, the President or Chancellor may grant them special permission to have an overload assignment.

The maximum permissible overload assignment during the academic year remains eight (8) classroom contact hours for full-time non-tenure-track faculty and tenured faculty, but the allocation of the hours between semesters will be left to the discretion of the College. In addition, full-time non-tenure-track faculty and tenured faculty are eligible for consideration for overload assignments not to exceed in total six (6) classroom contact hours combined in the Winter Session, in courses offered exclusively on Saturdays and Sundays, and in courses offered as part of an on-line degree program.

**Q. What if someone has a mixed assignment of classroom teaching and non-teaching administrative work during the academic year?**

- A. The total extra involvement of combined teaching and non-teaching assignments during the academic year (from the beginning of the fall semester to the day after the spring commencement) may not exceed the equivalent of fourteen (14) classroom contact hours. To determine whether the maximum has been reached, the College should follow the same methodology used to determine whether an adjunct with a mixed assignment has reached the maximum assignment (although the numbers used in the calculation are different). That methodology is: (1) **Subtract** the assigned teaching “clock” hours from the maximum number of permissible teaching “clock” hours; then (2) **Divide** the difference by .6. For example, let’s assume that a faculty member has an assignment of six classroom teaching hours. The total number of overload teaching “clock” hours would be 90 hours (6 hours per week times 15 weeks). The maximum number of teaching “clock” hours is 210 (14 hours/week times 15 weeks). The difference is 120 “clock” hours. Dividing 120 by .6 yields the maximum number of non-teaching hours that may be assigned: that is, 200 non-teaching hours, in addition to the 90 teaching hours.

**Q. What about summer assignments?**

- A. Summer assignments will continue to be paid under the old rules with one exception: A College foundation may pay faculty for research or additional summer work, in an amount that will cause the 3/9ths limitation to be exceeded, if three conditions are met: (1) the payment is consistent with the College foundation’s rules, (2) the circumstances surrounding such payment have been rigorously documented and justified, and (3) such payment has been approved by the Chancellor or the College President. Other than this limited exception, all CUNY summer assignments (including Research Foundation assignments) must be limited to a total of 3/9ths of the faculty member’s annual CUNY salary. The manner of payment for these activities remains the same: For summer teaching, the appropriate teaching adjunct hourly rate; for administrative work, the appropriate non-teaching adjunct

hourly rate; for service as the department chair, the formula specified in the collective bargaining agreement, and for summer salary for faculty working on grants, an amount not to exceed 3/9ths of their CUNY salary (inclusive of payments from other summer CUNY activities).