

Section 38 from the CFA Contract regarding layoffs for faculty
Probationary faculty are highlighted in this document
<http://www.calfac.org/contract.html>

* Please note that counselors unit of layoff and layoff order are different.

UNIT OF LAYOFF

38.7 For **faculty employees**, the unit of layoff shall be by **department or equivalent unit**.

38.8 For **librarians**, the unit of layoff shall be the **library**.

38.9 For **coaches**, the unit of layoff shall be by **classification title** and coaching specialty, regardless of work year.

38.10 For **counselors**, the unit of layoff shall be by **classification title** and specialty, regardless of work year.

ORDER OF LAYOFF

38.11 The order of layoff within a unit of layoff designated by the President for a reduction in force shall be:

- a. first, less than full-time temporary faculty unit employees who do not hold a three-year (or longer) appointment;
- b. next, full-time temporary faculty unit employees who do not hold a three-year (or longer) appointment;
- c. next, less than full-time temporary faculty unit employees who hold a three-year (or longer) appointment;
- d. next, full-time temporary faculty unit employees who hold a three-year (or longer) appointment;
- e. next, faculty in the Faculty Early Retirement Program;
- f. **next, probationary faculty unit employees**
- g. last, tenured faculty unit employees.

ORDER OF LAYOFF FOR COUNSELORS

38.13 The order of layoff within a unit of layoff designated by the President for a reduction in force shall be:

- a. first, less than full-time, temporary Counselor Faculty Unit Employees;
- b. next, full-time temporary Counselor Faculty Unit Employees;
- c. next, **probationary Counselor Faculty Unit Employees**;
- d. next, less than full-time permanent/tenured Counselor Faculty Unit Employees;
- e. last, full-time permanent/tenured Counselor Faculty Unit Employees.

PROBATIONARY FACULTY UNIT EMPLOYEES: ORDER OF LAYOFF

38.15 The President shall establish the order of layoff for probationary faculty unit employees in a unit of layoff by considering only the following nonordered factors:

- a. **academic/professional specialization and qualifications needed for the program**

- of the department or equivalent unit;
- b. affirmative action needs of the campus and the affected department;
- c. merit based on information in the Personnel Action File;
- d. seniority earned.

NOTICE OF LAYOFF

38.21 The following requirements for notice of layoff in event of lack of funds or lack of work shall serve as the minimum requirement for the date of notice. The CSU shall endeavor to provide earlier notification of layoff than that required, whenever possible.

a. A temporary faculty unit employee who is to be laid off shall receive notice of layoff from the President no later than forty-five (45) days prior to the effective date of layoff.

b. A tenured faculty unit employee participating in FERP who is to be laid off shall receive notice of layoff from the President no later than sixty (60) days prior to the effective date of layoff.

c. A **probationary faculty unit** employee who is to be laid off shall receive notice of layoff from the President no later than ninety (90) days prior to the effective date of layoff.

d. A tenured faculty unit employee who is to be laid off shall receive notice of layoff from the President no later than one hundred and eighty (180) days prior to the effective date of layoff.