


The California State University
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Date: May 10, 1996

To: Associate Vice Presidents/Deans of Faculty
Personnel Officers

From: 
Jeanne Picard, Director
Academic Personnel Services

Subject: **Reassignment of Selected Head Coaches**

As you are aware, the Collective Bargaining Agreement between The Board of Trustees of The California State University and The California Faculty Association - Unit 3 - Faculty (dated October 1995 - June 1998) **deleted from the faculty bargaining unit Head Coaches who supervise two or more full-time faculty unit employees.** As all retroactive payroll processing for Unit 3 employees has been completed, it is now appropriate to reassign the Head Coaches on your campus who are affected by this change to Management Personnel Plan (MPP) positions. (Head Coaches now appear on campus personnel/payroll records in class codes 2332, 2373, 2374 and 2375.) The date of the reassignment should be retroactive to October 1, 1995.

As with any other MPP appointment, the Head Coaches affected by this change may be reassigned to the Administrator grade level and job code appropriate for your campus athletics program. While it is no longer mandatory to continue the Head Coaches affected by this change as temporary employees (since MPP assignments are indefinite appointments without permanent status), you may choose to continue the temporary appointment practice in recognition of the nature of the assignment. Be aware, however, that in making an MPP appointment for a specific period of time you may be obligating the campus for the cost of a notice period, or pay in lieu of notice, which is greater than the 90-day minimum requirement in the MPP.

(Over)

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It is strongly recommended that you work with your campus attorney when preparing MPP letters of appointment for the Head Coaches being reassigned as a result of this change. This is particularly important when preparing letters regarding the non-state component (if any) of an individual's appointment package.

As Head Coaches now occupy instructional positions, it is not appropriate, for budgetary reasons, to reclassify or otherwise convert the positions currently used for these employees to accommodate their change to nonrepresented status. Head Coaches moving out of the faculty bargaining unit should instead be reassigned to existing vacant MPP positions or MPP positions created from non-instructional resources. If you have any questions regarding this aspect of the conversion process, you may wish to contact John Richards, Budget Director, Business and Finance (310/985-2712). Other questions regarding Head Coach reassignments may be directed to Noel Grogan at (310) 985-2661 or Jeanne Picard at (310) 985-2694.