



California State University, Los Angeles
5151 State University Drive, Los Angeles, California 90032-8534

F

Faculty Furlough Program 2009-2010

CERTIFICATION BY FACULTY MEMBER (Summer/Fall 2009)

Name: Department:

In accordance with Paragraph 5.b. of the Furlough Agreement dated July 28, 2009, between the California State University and the California Faculty Association, I certify that:

- i. I will not work on mutually agreed or assigned furlough days;
ii. I will not work beyond the duties assigned for any week in which I have one or more furlough days; and
iii. I understand that my actual pay, though not my base pay or benefits, will be affected by the furlough program.
iv. I understand that my furlough days must conform to the Furlough Agreement (see reverse for the relevant criteria).

Scheduled furlough days:

Summer Quarter 2009* (4)

Fall Quarter 2009 (6)

Four blank lines for scheduling furlough days in Summer Quarter 2009.

Three blank lines for scheduling furlough days in Fall Quarter 2009, with pre-filled dates: October 16 and November 20.

*For those AY faculty whose designated triad includes Summer 2009, and all CY faculty.

Signature: Date:

Faculty Members: Please return completed form to your Department Chair.

Department Chairs: Please retain a copy and provide the original to your Dean.

APPROVED:

Dean's Signature

Date

Directions for completing/submitting this form:

1. Read the criteria listed below and choose furlough days for summer (if applicable) and fall quarter(s) that conform to these guidelines. The full Agreement between the CSU and the CFA may be found at: http://www.calstate.edu/LaborRel/Contracts_HTML/CSU-CSUEUFurlough.pdf
2. List the chosen furlough days (on the reverse side) and submit to your department chair by the date indicated below:

August 24, 2009 -- CY faculty and faculty whose triad includes Summer 2009.

September 25, 2009 -- all other faculty.

Faculty furlough days must conform to the guidelines outlined in the CSU Furlough Agreement with the CFA (7.28.09), reproduced in relevant part below. (Section #'s from the Agreement.)

3. Furlough Days

- a. The President may designate specific furlough days as campus closure days, or partial campus closure days (including reduced administrative service days). For instructional faculty unit employees, campus closure or partial closures ... shall be limited to six (6) days. Scheduling of additional furlough days shall be by mutual agreement of the faculty employee and the appropriate administrator. Absent mutual agreement, the appropriate administrator shall designate the furlough days for the faculty employee based on compelling operational needs of the campus and shall explain those needs in writing to the faculty unit employee. (*Note: October 16, 2009 and November 20, 2009 have been designated as "state budget closure days" by the President; all employees must observe a furlough day on these dates.*)
- b. Full-time Academic Year faculty unit employees shall be subject to eighteen (18) furlough days during the 2009/2010 academic year. The pattern of days shall include no more than ... six (6) furlough days per quarter.
- g. Furlough Observance – The Furlough Program shall allow a Faculty Unit employee to observe up to four (4) furlough days in a single calendar month. With the exception of this one-time observance no employee shall be subject to, or take, more than two (2) furlough days in any calendar month for a full-time faculty unit employee over the terms of this agreement.
- h. A faculty employee shall not be permitted to observe more than one furlough day in any workweek, except during one week during the month of the four (4) day exception in 3(g) above.
- k. For Academic Year Faculty unit employees, only those days that are workdays within the academic calendar may be used as furlough days. (*Note: the academic calendar for CSULA can be found at <http://www.calstatela.edu/univ/payroll/docs/calendar/calendar09.pdf>.*)
- l. All furlough days must be taken before June 30, 2010.

Questions about this Certification Form or about faculty furlough days in general should be directed to the Dean of your College or to the Acting Director of Faculty Affairs.