To: Leo Estrada, Chair, Academic Senate
Fr: Joseph Bristow, Chair, College Faculty Executive Committee
Date: March 8, 2016
Re: College FEC response to Proposed Guidelines for the Use of Waivers in Academic Hiring

The College FEC appreciates the opportunity to review the draft of the Proposed Guidelines for the Use of Waivers in Academic Hiring. The committee reviewed the document at its meeting on March 4, 2016. We were grateful to have Lauren Na, Assistant Dean, Academic and Staff Personnel, for guiding the committee through the proposed guidelines. Below you will find a summary of the questions and concerns raised during the discussion.

**Search Waiver Categories**

B.4. Continuation of Training: The document states that the waiver will be made for a limited time period; however, it does not indicate who will be responsible for enforcing this 18 month limit. Will this be monitored by the Graduate Division, the hiring department, UCPath, or within UCRecruit? Creating a centralized repository of the limit may be helpful when monitoring the progress of these appointments. On the campus-level, if we want UCPath to keep track of the time limit, we should work with the UCPath team to build this feature.

B5. PI/Co-PI/Leadership Status: The guideline suggests that “the candidate will be paid 50% time or more for their total effort” however we have appointments that range from 1% up to 100%.

B6. Research Team: The current document states that, “the waiver is only valid for an individual team member as long as they remain with the same research team and in the same series.” We recommend that the last sentence be revised to, “as long as they remain with the same research team and in the same series or equivalent title.” There are some occasions where team members arrive at UCLA with a title not within our series of titles; we will therefore need to seek an equivalent title.

B7. Multiple Affiliated Employers: The document currently states that, “the appointee may be granted a search waiver for the UC position.” We recommend that the sentence be revised to, “granted a search waiver for the UC position within the same series.” Further clarification may be useful as series may vary among campuses.

**Exemptions from Searches and Search Waivers**

1) Non-Salaried (0% time) and Without Salary Appointments: If possible, we recommend the UC Path team include a feature that provides a search confirmation (or approved search waiver) for individuals who begin to receive a salary after their initial WOS appointment.
2) True Visitor: To further clarify this series we suggest that the heading for this section be modified as follows, “2) True Visitor (Visiting Series).”

4) Concurrent WOS Appointment: We suggest changing the heading for this section to “4) Concurrent Appointment: A Concurrent Paid or Without Salary Academic Appointment.” We have encountered instances where non-faculty academic appointees and staff occasionally teach with a paid Lecturer title. In these cases, the primary appointment is reduced accordingly based on the teaching appointment’s workload percentage. This is required by the Unit 18 MOU.

As always, our membership appreciates the consultative process and welcomes the opportunity to opine on important matters like this. You are welcome to contact me at jbristow@humnet.ucla.edu with questions. Mitsue Yokota, Academic Administrator, is also available to assist you and she can be reached at (310) 794-5665 or myokota@college.ucla.edu.

cc: Lucy Blackmar, Assistant Vice Provost, Division of Undergraduate Education
Linda Mohr, Chief Administrative Officer, Academic Senate
Lauren Na, Assistant Dean, UCLA College