

**Outside Employment Disclosure Form for Full-Time Faculty**

This form is to be completed within 30 days of the commencement of each semester or three-month period by full-time faculty to ensure compliance with Article 35 of the CSU/CFA CBA.

Article 35 of the CBA requires that:

"...all full-time faculty unit members shall be required to provide a written statement to the appropriate administrator of all outside employment, where such outside employment is expected to amount to more than

- i. 160 hours per semester for faculty holding academic year or 10 month appointments at a semester campus.
- ii. 120 hours per 3-month period for faculty holding 12 month appointments.

Written statements shall be provided to the appropriate administrator within 30 days of the commencement of the semester or three-month period during which the outside employment is to be undertaken. For faculty holding twelve (12) month appointments the quarter dates for the purposes of reporting shall be July 1; October 1; January 1; and April 1."

Name: \_\_\_\_\_

Department: \_\_\_\_\_

- 12 Month Appointment       10 Month Appointment       AY Appointment

**Outside Employment**

	Employment Description	Hours
1		
2		
3		

- Continuation Sheet Attached

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_