

CALIFORNIA STATE UNIVERSITY SAN MARCOS

Policy on Grant-Related / Specially-Funded Instructional Faculty (GRIF)

Office of Graduate Studies and Research

May 20, 2015

The CSU system-wide policy (HR2005-37) allows for instructional faculty members who meet campus-specified qualifications to receive compensation from grants, individual gifts or bequests, or foundation allocations at a rate specified by the Collective Bargaining Agreement (currently 5% – 35%) above the base salary for their regular rank and step. The GRIF appointment is made for either an academic year or 12-month period.

In order to be considered for a GRIF appointment, the faculty member must meet the following criteria:

1. The faculty member must demonstrate exceptional merit in scholarship and teaching as evidenced by regional or national recognition in his/her discipline.
2. The faculty member must demonstrate sustained and exceptional levels of funding in the two years preceding the GRIF application. While lower levels of funding will be considered—especially in cases of multiple awards with the full campus IDC rate—the expectation is for total annual awards exceeding \$500,000, including both direct and indirect funds.
3. The faculty member's external funding activity must be clearly related to the faculty member's University responsibilities.
4. The faculty member must be involved in the campus instructional program through classroom and/or laboratory teaching.
5. The source of funding must be from external sources, and cannot reduce the IDC funds brought to campus for OGSR, Academic Affairs, or the Colleges. Typically the funds used to pay the GRIF differential will be from direct-budget lines in externally-funded grants and contracts. However, the funds may come from campus IDC accounts administered by the Principal Investigator, Centers/Institutes, or from funds associated with gifts to University Advancement.

Application process:

1. To apply for the GRIF appointment, the faculty member submits a letter to the Dean of their College addressing each of the eligibility criteria specified above (1-5). Importantly, the letter should clearly indicate how the grants and awards received in the prior two years

meet the \$500,000 annual threshold (eligibility criterion #2 above), and show the relative contribution of each award. The letter should be submitted by February 1st for consideration in the subsequent academic year.

2. The faculty member's application letter must also specify the requested salary differential percentage (5% - 35%), the source of external funds, and the time base for the appointment (either an academic year or 12-month).

3. The College Dean reviews the faculty member's application letter and provides a recommendation to the Dean of Graduate Studies and Research by February 15th.

4. Pending College approval, the Dean of Graduate Studies and Research shall assemble a GRIF Committee with at least three tenured faculty members to review and make a recommendation based on the eligibility requirements listed above. Where possible, at least one of the faculty members on the review committee should be from the applicant's home Department or unit. The committee shall draft a letter summarizing their recommendation and submit the letter to the Dean of Graduate Studies and Research by March 31st. The letter should address each of the five eligibility criteria listed above.

5. The GRIF Committee's letter will be circulated to the Dean of the applicant's home College, and to the Chair of the applicant's home unit. The applicant's Department Chair (if not on the review committee) and the Dean have the option of providing a written response to the Dean of Graduate Studies and Research.

6. The Dean of Graduate Studies and Research makes a recommendation to the Provost regarding the appointment by April 15th.

7. With the Provost's approval, the Dean of Graduate Studies and Research will recommend the faculty member to the Chancellor's Office for reclassification by April 30th.

8. Upon notification of a decision from the Chancellor's Office, the Dean of Graduate Studies and Research will notify the faculty member, Provost, College Dean, GRIF Review Committee, and Department Chair.

9. If awarded, the GRIF appointment typically begins at the start of the next academic year. The Dean of Graduate Studies and Research will work with the Office of Faculty Affairs regarding the temporary reclassification.

10. Subsequent appointments beyond the first year will require a letter of application (Steps 1 and 2 above), recommendation by the appropriate College Dean (Step 3), recommendation by the Dean of Graduate Studies and Research (Step 6), Provost approval (Step 7), and approval from the Chancellor's Office (Steps 8 and 9).

Additional considerations:

1. Faculty members who are approved for the GRIF classification will receive compensation comprising the base salary for their normal faculty appointment, plus the approved

percentage differential (currently 5% - 35%). The differential portion, including related employee benefits, will be reimbursed to the university from funds associated with the faculty member's external funding.

2. The CSU policy limits the number of GRIF appointments in the system to 100 in any given year. Thus, even if the faculty member receives campus approval, the appointment is contingent on review and approval by the Chancellor's Office.

3. CalPERS regulations limit the amount of annual base salary that can be used in calculating retirement benefits. That limit is the maximum salary rate for the range published on the salary schedule.

4. Faculty members are not eligible for GRIF appointments while on sabbatical, difference-in-pay leave, or other reductions in timebase.

5. GRIF faculty shall have all the privileges and employment benefits accruing to their regular faculty appointment.