



UC San Diego

Policy & Procedure Manual

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PERSONNEL – ACADEMIC

Section: 230-7 APPENDIX A

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APPENDIX A

LAYOFF OR INVOLUNTARY REDUCTION IN TIME NON-SENATE (NON-FACULTY) SERIES

<u>Series</u>	<u>Notice Period</u>
Academic Administrator	30 days
Academic Coordinator	30 days
Continuing Educator	30 days
Coordinator of Public Programs	30 days
Librarian	30 days
University Librarian	30 days
Visiting Librarian	30 days
Unit 17 Appointees – <i>See MOU</i>	
Professional Research (Research Scientist)	30 days
Visiting Professional Research (Research Scientist)	30 days
Project Scientist	30 days
Visiting Project Scientist	30 days
Specialist	30 days

LAYOFF OR INVOLUNTARY REDUCTION IN TIME NON-SENATE FACULTY SERIES

<u>Series</u>	<u>Notice Period</u>
Acting Assistant Professor	90 days
Visiting Professor	30 days
Adjunct Professor (<i>all ranks</i>)	90 days
Professor of Practice	90 days

Visiting Professor of Practice 30 days

Health Sciences Clinical Professor (*all ranks*) 90 days

Lecturer or Senior Lecturer (Unit 18) – *See MOU*

Refer to the **Academic Personnel Glossary** for the definition of faculty

REVISION HISTORY

May 1, 2020 This policy was reviewed for gender neutral language.