



# UC San Diego

## Policy & Procedure Manual

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### PERSONNEL - ACADEMIC

Section: 230-21 EXHIBIT B

Effective: 01/01/1991

Supersedes: N/A

Review Date: TBD

Issuance Date: 05/01/2020

Issuing Office: [Academic Personnel Office](#)

### Exhibit B

## SAMPLE CONCURRENT APPOINTMENT Academic Appointment Summary form for Temporary Employees

UCSD **SAMPLE - CONCURRENT APPOINTMENT** Effective 10/1/89  
 Academic Personnel ACADEMIC APPOINTMENT SUMMARY FORM FOR TEMPORARY EMPLOYEES Supersedes: 3/1/87

Name: Jane Doe Department: 1) USP; 2&3) Political Science

Highest Degree/Institution/Year: Phd/UCLA/1979 College of FTE: Muir

PRESENT STATUS Effective Dates: 1&2) 1/1/90-6/30/90; 3) 7/1/89-6/30/90  
PROPOSED STATUS

Institution: University of Arizona Title: 1&2) Lecturer; 2&3) Visiting Assoc. Res.

Title: Associate Researcher Salary: 1&2) \$31,188; 3) Non-Sal. % Time: 1&2) 50%; 3) 0

Salary: \$41,200 %Time: 100% Basis: 9-mo  11-mo  12-mo  (Industry) Current Year Cost: \$8628.68

Funding Source: 1) T-061; 2) T-065

Dept./Div. Chair Signature: 1) \_\_\_\_\_ 2) \_\_\_\_\_ Date: 1) 11/2/89 2) 11/9/89  
 Amy Bridges Paul Drake

On Leave from Home Institution  Merit Increase  RTAD  
 Registered UC Grad. Student  3-year Appointment  Concurrent Appointment

\*\*\*\*\*  
 Previous UC Experience (Indicate Merits w/\*)

Dates	Title	Annual Salary	% Time	Depart./UC Campus
1/1/89-3/31/89	Lecturer	*\$28,920 (1/88)	50%	PoliSci/UCSD
7/1/88-6/30/89	Visiting Assoc. Res.	Non Salaried	0	PoliSci/UCSD
1/1/88-3/31/88	Lecturer./Vis. Asst. Res.	\$27,624 (1/88)	50/0	USP/UCSD
1/1/87-6/30/87	Lecturer/Vis. Asst. Res.	\$26,136 (7/86)	50/0	PoliSci/UCSD
7/1/77-6/30/79	T.A.	Variable	var.	PoliSci/UCLA

Total Unit 18 Quarters @ UCSD 4 As of 3/31/89 (Indicate end date of last Unit 18 appointment)

Proposed Classes

Quarter	Course No.	Course Name	(For P.E.) Hours/Week	Enrollments	
				Projected	Actual (Past 2yrs)
WQ '90	USP 107*	Urban Politics		250	200 (WQ '88)
SQ '90	PS 102E*	Urban Politics		250	200 (WQ/SQ '87)

\*cross-listed

Other Duties: NONE

Name of Designated Supervisor(s):

REVIEW ACTION	Approve	Disapprove	Modify	Date
Reviewing Provost				
Dean - OGSR				
CAP				
Dean-SOM/Dean-SIO/ Dean of Division				
VCAA				

Attachments: Waiver or Certifications A&B (only if current UC employee), Updated/Completed Biography Form, Teaching Evaluations, and Payroll Forms.

SEND ORIGINAL FILE TO REVIEWING PROVOST OR, WHERE APPLICABLE, TO DEAN-ENGINEERING, DEAN-SOM, DEAN-SIO. SEND PAYROLL FORMS AND THREE (3) COPIES OF THIS SUMMARY FORM TO ACADEMIC PERSONNEL OFFICE (Q-065).

**REVISION HISTORY**

May 1, 2020

This policy was reviewed for gender neutral language.