

# SAN DIEGO STATE UNIVERSITY

## GRANT-RELATED/SPECIALLY-FUNDED INSTRUCTIONAL FACULTY (GRSFIF) APPOINTMENTS

The current maximum Grant-Related/Specially-Funded Instructional Faculty (GRSFIF) salary differential percentage is 35% above the faculty member's academic year or 12 month base salary. The minimum GRSFIF salary differential percentage is 5% above the faculty member's academic year or 12 month base salary, in increments of 5%. The GRSFIF appointment must be for the entire academic year.

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

1. The faculty member must be primarily responsible for annual grant and contract expenditures exceeding \$550,000 in volume, administer multiple awards, and supervise multiple staff. Please note that the \$550,000 is expenditures, not awards, and is determined by expenditures two years prior to the applicable GRSFIF appointment year, i.e., for 2022/2023 the applicable expenditures are those from 2020/2021. The SDSU Foundation provides an annual list of eligible faculty meeting the above criteria.
2. The faculty member's grant and contract funds must buy out a minimum of 25% of the faculty member's base 1.0 appointment.
3. Non-state funds must be identified to cover the GRSFIF salary differential percentage to be added to the General Fund portion of the GRSFIF position. The source of non-state funds cannot be a direct charge to a grant. Rather, it must be from a source such as cost sharing.
4. The faculty member must be involved in the instructional program through classroom/laboratory teaching and/or mentoring students in training, research, or clinical activities.
5. The faculty member's grant and contract activity must clearly be related to the faculty member's University responsibilities.

There is no automatic renewal of a GRSFIF appointment, e.g., each GRSFIF appointment expires at the end of the academic year. The following application packet must be completed for a GRSFIF appointment each year and submitted to the Provost via the Associate Vice President for Academic Affairs.

### **GRSFIF Application and Process to Include:**

1. A letter from the faculty member to the Dean, via the respective department chair, requesting a GRSFIF appointment. The eligible faculty member must specify in writing the GRSFIF additional salary differential percentage and the source(s) of external (Foundation) funds (with associated account numbers) from which the GRSFIF differential will be paid.

2. A letter of evaluation from a departmental review panel consisting of at least three tenured faculty members. The letter should include the names of the panel chair and other faculty panel members. The evaluation should include whether the GRSFIF applicant is a demonstrably distinguished faculty member who meets criteria #4 and #5 on the previous page, and whether the panel recommends approval of the GRSFIF appointment.
3. A letter of evaluation from the department chair which should include whether the GRSFIF applicant is a demonstrably distinguished faculty member who meets criteria #4 and #5 on the previous page, and whether the department chair recommends approval of the GRSFIF appointment.
4. A letter of evaluation from the college dean. If the college dean supports the appointment, the dean should specify the recommended GRSFIF salary differential percentage.
5. Academic Transaction Form (ATF) and Grant/GRSFIF Workload Form to appoint faculty on Grant/GRSFIF for the academic year.
6. ATF to remove faculty from Grant/GRSFIF effective the following Fall semester.

### **GRSFIF Approval**

The Provost must approve all GRSFIF appointments. Approval or denial of the application is communicated via a letter from the Provost to the applicant, with copies to the dean and department chair.

### **Subsequent GRSFIF Appointments**

Subsequent and consecutive GRSFIF appointments, beyond the first year's appointment, do not require a letter from a departmental review panel. A GRSFIF Workload Form signed by the faculty member requesting the GRSFIF appointment is sufficient to satisfy item #1. Item #'s 3-6 remain GRSFIF requirements.

### **PLEASE NOTE:**

- **GRSFIF faculty entering into the Faculty Early Retirement Program (FERP) will have a full-time monthly salary equal to their regular AY full-time monthly salary. The GRSFIF classification is not included in the eligible classifications for FERP.**
- **Per contractual agreement with CFA, the CSU may not employ systemwide more than 100 faculty in the GRSFIF classification in any one year.**
- **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.**