

General University Policy Regarding Academic Appointees: APM - 190 Appendix E - Selected Presidential Policies

The Faculty Recruitment Allowance Program

The Faculty Recruitment Allowance Program assists faculty recruitment through grants to selected eligible participants. The primary purpose of the Faculty Recruitment Allowance is to provide support for housing costs, but the individual may also use the allowance to support childcare expenses, education or tuition assistance, or similar expenses. Each campus is responsible for identifying or developing sources to fund the Faculty Recruitment Allowance Program. The President has authorized each Chancellor, in consultation with the campus Division of the Academic Senate, to grant Faculty Recruitment Allowances subject to the following provisions.

A. Faculty Recruitment Allowance Maximum

1. The maximum amount of an individual Faculty Recruitment Allowance is determined by the Provost and Executive Vice President—Academic Affairs, as adjusted periodically by increases at the same proportion and frequency as increases in the salary scales for the Professor series. The maximum Faculty Recruitment Allowance is published annually in the Academic Salary Scales.
2. The Faculty Recruitment Allowance granted to an individual may not be increased to account for any subsequent salary scale, merit, or cost-of-living increases.

B. Eligibility for Faculty Recruitment Allowance Program

Eligibility for the Faculty Recruitment Allowance Program is restricted to faculty who are within two years of appointment to a campus in the following eligible titles:

1. Full-time University appointees who are members of the Academic Senate pursuant to Regents' Standing Order Section 105.1, full-time appointees to the title Acting Assistant Professor, or appointees in the Astronomer series and the Agronomist in the Agricultural Experiment Station series.
2. An eligible faculty member who permanently transfers to another University location may be considered for a Faculty Recruitment Allowance, subsequent to the faculty member's date of transfer.

C. Payment of Faculty Recruitment Allowance

1. The Faculty Recruitment Allowance is paid using Title Code 3993.
2. A Faculty Recruitment Allowance may be disbursed in a single payment, or may be paid out in equal or unequal amounts over a period not to exceed ten years
3. The Faculty Recruitment Allowance is considered wages for purposes of Federal and State tax reporting and withholding and for Social Security taxes, workers' compensation, and unemployment insurance. The Faculty Recruitment Allowance is not eligible for coverage under the University's retirement or employee benefit plans, nor is the Faculty Recruitment Allowance considered salary for premiums and benefit amounts of employee-paid insurance plans that are based on earnings.

D. Authority

1. The Chancellor is authorized to approve exceptions in individual cases to Section B., Eligibility for Faculty Recruitment Allowance Program.
2. The Chancellor is authorized to establish conditions for repayment of Faculty Recruitment Allowances. Agreements should be in writing, and repayment conditions may be established uniformly or on a case-by-case basis. For example, a campus could specify that the allowance amount is contingent on the faculty member's commitment to remain at the campus for a minimum period. If the faculty member were to leave before the end of that period, the faculty member would be obliged to repay a portion prorated to the years of service completed.
3. Exceptions to the maximum Faculty Recruitment Allowance must be approved by the Office of the Provost and Executive Vice President—Academic Affairs.

E. Annual Campus Reporting Requirement

Each Chancellor must submit to the Director—Office of Loan Programs an annual report on the Faculty Recruitment Allowance Program. The report, due August 1, should include the name, academic title/level, and home department of each Faculty Recruitment Allowance recipient, together with the effective date and amount of the allowance, and the time schedule for payments.

Revision History

September 23, 2020:

- Technical revision to change remove language and correct minor grammatical errors.

GENERAL UNIVERSITY POLICY
REGARDING ACADEMIC APPOINTEES
Selected Presidential Policies

APM - 190
APPENDIX E

For details on prior revisions, please visit the [Academic Personnel and Programs website](#).