

**Memorandum of Agreement (MOA) between  
Portland State University (University)  
and the Portland State University Chapter  
of the American Association of University Professors (Association)  
June 18, 2019**

Subject: Modification to CBA Appendix G

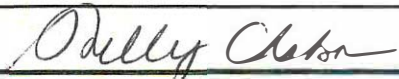
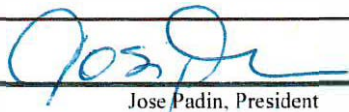
Recitals:

Members whose positions are funded by a grant and/or contract are hired on Notices of Appointment based on the template in the Collective Bargaining Agreement, Appendix G. Not all members hired by a grant and/or contract can be called Research Faculty. The Notice of Appointment template needs to be expanded to provide for members hired to do instruction of non-academic credit-bearing courses.

Agreement:

The parties agree to modify and replace Appendix G in the Collective Bargaining Agreement with the template in Appendix A of this agreement.

This agreement shall be effective immediately upon signature of the parties.

<u>For the University</u>	<u>For the Association</u>
 Shelly Chabon, Vice Provost for Academic Personnel and Dean for Interdisciplinary Education	 Jose Padin, President
<u>6/19/19</u> Date	<u>6/19/19</u> Date

[Date]

Position Number: [Individual Position Number]

Index Code:

PI/DRA Approval: \_\_\_\_\_

AAUP – Fixed-Term - Research or Instructional – Grant Funded  
Notice of Appointment

[Name]  
[Street Address]  
[City, State, Zip]

Dear [Name]:

I am pleased to offer you the following fixed-term position at Portland State University. This position is important to our organization and we look forward to having you join our team. Here are the details of your appointment:

Rank/Title:	
Department:	
Start Date:	
End Date:	
Is this an on-going position?	Yes/no
FTE:	
Supervisor's Name & Position #:	
Term of Service:	
Annual Salary Rate:	
Monthly Salary Rate:	
Work Location:	City/State
Does this position require completion of time sheets?	Yes/no this position is eligible for overtime and requires the submission of timesheets.
Is this appointment renewable upon availability of grant funds?	Yes/no
Is this appointment contingent upon successful completion of a background check?	Yes/no

In this position, you will be eligible for all benefits related to [9-/12-] month employment which are outlined in detail on the Human Resources website at [www.pdx.edu/hr](http://www.pdx.edu/hr). Your employment is subject to the terms of all applicable rules and policies, which are incorporated herein by reference. Please be advised that this position is also subject to the terms of the current collective bargaining agreement between Portland State University and the American Association of University Professors (AAUP), including notice provisions stipulated in Article 17, Section 5. You may contact the AAUP office at (503) 725-4414 ([aaup@psuaup.net](mailto:aaup@psuaup.net)) for additional information.

[This position is funded by a grant and/or contract. If the funding is terminated, redirected or reduced earlier, your appointment may be terminated or reduced with 30 days' notice.]

Your duties as [Working Title] are outlined in the attached position description. If the terms of this appointment are satisfactory, please sign this letter and return it to me by [date].

Sincerely,

[Name] Dean's/Director's Approval  
[Rank/Title]  
[Department]

I accept the appointment described above and agree to be subject to its terms.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee ID Number

☐ Copy to Department and Employee    ☐ Original to HR