



San Francisco State University
1600 Holloway Avenue
San Francisco, California 94132

Extended Education
Associate Dean
Summer Sessions/Winter Sessions
415/338-1377

Jeff Yeo
University of Idaho Wilderness
Taylor Ranch
HC 83
Cascade, ID 83611

Date: June 14, 1994
Term: Summer 1994
School: Wildlands Studies

Dear Colleague:

On behalf of President Robert A. Corrigan, I am pleased to appoint you to the Extended Education faculty.

Please read and, if necessary, correct the information shown below. Then indicate your acceptance of this contingent appointment by signing and returning the yellow copy with any additional enclosed forms. Note that your signature confirms that you have read and agree to the conditions of employment outlined on the reverse side of this letter.

If the Extended Education staff can assist you, please call this office.

Social Security Number 167 44 1785 Date of Birth 6 26 51

Last Name Yeo First Name Jeff Initial J.

Sex (M-F) M Rank Lecturer

Prior University or State of California Service (yes/no) yes

Telephone (home) (208) 883-1596 (business) (208) 885-5779

May we release your phone number to students for course-related questions? (yes/no) _____

COURSE NUMBER/TITLE	SESS./SEC.	DATES	TIME/DAYS	PAY RATE	UNITS	SALARY
The Idaho Wilderness Ecology Project		7/10 - 7/22	(3) units	2-6 students	X	= \$200.00-\$600.00
					X	= \$
					X	= \$

Recommended:
School Dean, Associate Dean or Summer Coordinator Signature [Signature] Date _____

Appointed:
Dean or Associate Dean, Extended Education Signature [Signature] Date 6/14/94

Accepted:
Faculty Signature [Signature] Date 7-27-94



San Francisco State University Extended Education

EMPLOYMENT CONDITIONS

- 1) Extended Education faculty appointments are contingent on the needs of the program as determined by student enrollment.
- 2) Resident faculty are given first consideration for appointment, though Extended Education teaching assignments are neither required of nor guaranteed to resident faculty.
- 3) Tenure, rank and seniority are not determining factors in employing Extended Education faculty.
- 4) An Extended Education faculty appointment is a temporary appointment for a specific period of time.
- 5) Salaries are determined according to the Schedule for Special Sessions as adopted by the Board of Trustees of the California State University. Resident faculty are appointed at the rank equivalent to their appointment for the preceding academic semester.
- 6) According to the provisions of the Salary Schedule, faculty salaries may be reduced for low enrollment as an alternative to cancellation. The determination that a reduced salary is necessary is the responsibility of the Extended Education. Faculty members are not compensated for under-enrolled courses which must be cancelled.
- 7) Faculty members who agree to teach Extended Education courses are obligated to meet their classes for the first meeting, regardless of enrollment. Decisions regarding class cancellation are made prior to the second class meeting.
- 8) Enrollment limits for Extended Education courses parallel limits established by the University. Faculty members who agree to teach Extended Education courses are obligated to teach the courses with enrollments up to the approved limits.
- 9) Faculty members teaching Extended Education courses undergo evaluations by students. The evaluations are used by Extended Education for evaluation of teaching effectiveness only, and do not become part of the permanent record of regularly employed University faculty members. Evaluation procedures are detailed in the Faculty Information Statement included in this appointment packet.