



**CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT  
Office of Human Resources**



**TEMPORARY FACULTY EMPLOYMENT NOTICE**  
***(CATEGORICALLY FUNDED)***

Date:

To:

This shall constitute an offer of employment of a temporary faculty position by the \_\_\_\_\_ College. You are hereby offered employment as an academic employee to serve on a categorical, temporary basis as a \_\_\_\_\_ to perform the following duties:

Your salary will be: \$ \_\_\_\_\_

This employment is offered pursuant to the provisions of the California Education Code, Section 87470 (Categorical program). You are being hired to perform services for a categorically funded project. You are a temporary employee, unless the District terminates your employment before the expiration of the project, in which case you will be treated as a probationary employee. Your employment will be terminated at the expiration of the specially funded project for which you are being hired.

Your employment for the \_\_\_\_\_ semester/year will be for the period commencing \_\_\_\_\_, 20\_\_\_\_, and ending \_\_\_\_\_, 20\_\_\_\_.

**Important:** Your initial placement on the salary schedule and salary rate is subject to upward or downward revision if your official transcripts and verified experience are different from the information supplied with your application materials. The documents necessary to calculate these figures must be filed with the District’s Office of Human Resources pursuant to the faculty contract. The offer of employment and placement on the salary schedule will be made in accordance with applicable District policies and procedures, and collective bargaining agreements.

You must submit official transcripts of all course work and degrees, and any other documents necessary to verify that you meet the minimum qualifications or equivalencies established by the regulations of the Board of Governors of the California Community Colleges (Title 5 of the California Code of Regulations) and by the District. This offer is subject to the requirement that you possess these minimum qualifications or equivalent qualifications.

If you wish to accept this offer of employment, please sign and return this form no later than \_\_\_\_\_, 20\_\_\_\_ to:

Wyman M. Fong  
Vice Chancellor  
Chabot-Las Positas Community College District  
7600 Dublin Boulevard, 3<sup>rd</sup> Floor  
Dublin CA 94568



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The Governing Board of the District must approve this Assignment.

Dated: \_\_\_\_\_ 20 \_\_\_\_\_ Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ACCEPTANCE OF TEMPORARY EMPLOYMENT**

I accept the District’s offer of employment as a temporary faculty member pursuant to the conditions set forth above. I have not entered into a contract of employment with any other school or community college district, which will conflict with this contract.

I understand that my service will be required in accordance with the calendar adopted by the District, including attendance at a series of orientation and in-service workshop sessions, if directed to do so.

I further understand that if I fail to meet any of the terms and conditions set forth herein, or fail to perform the services set forth in this Agreement, the District may terminate my employment without cause and without further proceedings.

I am teaching or otherwise employed elsewhere in the \_\_\_\_\_  
Community College District.

Specify: \_\_\_\_\_

I am not teaching or otherwise employed elsewhere in the \_\_\_\_\_  
Community College District.

Dated: \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Signature of Employee

*Reference: Article 18 – Faculty Collective Bargaining Agreement*