

TRAINING AND PROFESSIONAL DEVELOPMENT STIPEND AGREEMENT

Under the terms of an [MOU](#) between CSU and the California Faculty Association announced June 29, 2023, the University can provide Unit 3 faculty (including coaches, librarians, SSPARs and counselors) with a stipend for completion of an approved training and professional development activity using state funds, under the following terms and conditions:

- Equal payment is to be provided to all faculty who complete the same training and professional development activity.
- Activity completion is not to be considered workload or additional employment.
- Payments will be processed through SDSU Human Resources.
- Payments are taxable.
- Payments are not pensionable.
- Payments are not to be considered “extraordinary support.”
- Individual faculty may receive up to \$10,000 total stipends of this kind in a single fiscal year.

At this time, activities eligible for faculty stipend at SDSU are limited to multi-participant campus-level training and professional development activities organized by the Office of Faculty Advancement and Student Success, the Office of Faculty and Staff Diversity, Instructional Technology Services, and / or the Division of Research. Program administrators must complete this approval form before initiating the professional development or training opportunity and provide participant information to the Center for Human Resources via [this campus tracking sheet](#).

Name of sponsoring office:

Name and title of lead program administrator:

Name and title of individual completing the form (if different):

Brief Description of Training or Professional Development Activity:

Number of faculty members participating in this activity:

Award amount per faculty participant:

Projected activity completion date:

- I have read and agree to the terms outlined above.
- I have confirmed the source of funds for this training with my divisional resource officer.
- I have provided the Center for Human Resources with the names, Empl IDs, Colleges, Department IDs, and activity completion date for each participant [here](#).
- I understand that my office is responsible for validating participant completion of the designated activity, communicating in writing the terms of payment with the participants, notifying Lisa Hendricks in the Center for Human Resources (lhendricks@sdsu.edu) when the activity is completed, and initiating transfer of funds to the recipient's home College.

Lead program administrator signature / date:

AVPFASS signature / date: