

 [Home](#) < [Policies, Employee and Labor Relations](#) <
[Personnel Policies for Staff Members](#)

Personnel Policies for Staff Members

Can't find what you want?

- ✦ [Directories and Contacts](#)
- ✦ [Forms and Publications](#)
- ✦ [Search the website](#)
- ✦ [Email Customer Service](#)

Introduction

3. Types of Appointment

January 1, 2001

A. Career Appointment. A career appointment is an appointment established at a fixed or variable percentage of time at 50 percent or more of full-time, which is expected to continue for one year or longer.

In addition, a limited appointment shall be designated as a career appointment when the incumbent has attained 1,000 hours of qualifying service in any 12 consecutive months without a break in service of at least 120 consecutive calendar days. Qualifying service includes all time on pay status in one or more limited appointments. On-call and overtime hours shall not be included as pay status hours when computing qualifying service. Such career designation shall be effective the first of the month following attainment of 1,000 hours of qualifying service.

Casual/Restricted Appointment.

A casual/restricted appointment is an appointment which is reserved for a regular student of the University of California. Such an appointment retains the designation casual/restricted regardless of the percent of full time or the duration of the appointment.

Contract Appointment.

A contract appointment is an appointment established at a fixed or variable percentage of time for a definite period. Terms and conditions of employment are specified in a written employment contract.

Floater Appointment.

A floater appointment is an appointment reserved for use in temporary employment pools and may be established at any percent of full time for up to two years duration. A subsequent two-year floater appointment may be established after a break in service of at least 120 consecutive calendar days.

Employees holding floater appointments may be scheduled to work or not, as determined by the University.

Limited Appointment.

A limited appointment is an appointment established at any percentage of time, fixed or variable, during which the appointee is expected to be on pay status for less than 1,000 hours in a 12-month period.

Partial-Year Career Appointment.

A partial-year career appointment is established to accommodate foreseeable seasonal fluctuations in staffing, budgetary, operational, or other needs. A partial-year career appointment contains regularly scheduled periods, not to exceed three months per calendar year, during which the incumbent remains an employee but is not at work. Employees holding partial-year career appointments may choose to receive paychecks during working months only or, alternatively, to spread paychecks over twelve months.

Per Diem Appointment.

A Per Diem appointment is one that adds to or substitutes for career and limited appointments on a pre-scheduled basis or as needed on a day-to-day basis as determined by the University. Employees who hold Per Diem appointments may be scheduled or not scheduled or called off from a pre-established schedule. Additionally, a Per Diem employee's eligibility for scheduling may be discontinued at any time without notice and without cause at the sole discretion of the University and without recourse to the complaint resolution procedures. (See [Policy 24, Per Diem Positions.](#))

B. APPLICABILITY OF BENEFITS AND RETIREMENT PLAN MEMBERSHIP

Employees are eligible for University benefits and membership in the University's retirement plan in accordance with each plan's eligibility requirements as described in the plan documents/contracts, applicable regulations, and policy announcements.

Applicability: All Staff Members

University of California - Human Resources and Benefits
[At Your Service](#) | [UCOP Home](#) | [Terms of Use](#) | [Website Feedback](#)



<http://atyourservice.ucop.edu/>
Last Modified Fri Jan 26 2007 08:31:25