Visiting Faculty
Visiting Faculty

UCDC has several flavors of Visiting Faculty

• UC Faculty – loaned by campus academic department to UCDC; department receives course relief

• Non-UC Faculty, Type A – instructor at UCDC placed with appropriate campus academic department sponsor as 0% faculty appointment; paid honoraria directly by UCDC

• Non-UC Faculty, Type B – instructor engaged by appropriate campus academic department sponsor placed on loan to UCDC; funds for salary transferred to campus*

*Methodology used by UC Davis
Professional Practitioner Guest Presenter Program

The University of California, Washington Center (UCDC) is the experiential learning program and residential college of the University of California system in Washington, DC. It annually hosts about 1,200 students who come from the nine University of California undergraduate campuses for a quarter or semester of study. While in DC they participate in an internship at one of the many national & international, governmental & non-governmental organizations in DC as well as in an academic seminar and electives designed to complement their internships.

One of the core aspects of the University of California, Washington Center's experiential learning program is its integration of professional practitioners into its academic curriculum. This program takes advantage of the wealth of expert experience in DC to provide students with opportunities to learn directly from local subject experts in areas such as politics, government, non-profits, Non-Governmental Organizations & other advocacy groups as well as in the sciences, arts & humanities.

This program enables local professional practitioners to participate in the UCDC academic program as one of several guest presenters for a course or as a course's principal lecturer. These local experts are non-UC faculty and are vetted by the UCDC Executive Director in conjunction with UC campus academic programs in Washington in advance of participation in the program. Participants in this program are sponsored and supervised by the UCDC Executive Director.

For their participation in this program, Professional Practitioner Guest Presenters receive a one time honorarium usually paid at the end of the term for their participation. The rate structure is as follows:

- Professional Practitioner Guest Presenter (3 - 24 podium hours): $250 x podium hour
- Principal Professional Practitioner Guest Presenter (Quarter): $7,500
- Principal Professional Practitioner Guest Presenter (Semester): $8,500
VICE PROVOST DANIEL GREENSTEIN
Academic Planning, Programs and Coordination

Dear Dan:

I have reviewed your proposal for a standard methodology for reimbursing professionals who contribute to the University of California Washington Center (UCDC) academic programs. These individuals are local subject experts who deliver lectures that expand on the structured curriculum. It is my understanding that this is not an exception to policy but is an accepted procedure for hiring academic one-time lecturers and is not in conflict with any current practices.

I appreciate your thoroughness in responding to the concerns raised by the Audit staff and in working out an appropriate solution with Interim Executive Director for Academic Personnel Pat Price and Financial Management’s Tax Services Coordinator John Barrett.

The enclosed methodology establishing clear guidelines for payment, dated January 1, 2010, is approved for immediate implementation.

Sincerely,

[Signature]

Lawrence H. Pitts
Interim Provost and Executive Vice President
Academic Affairs

Enclosure

cc: Director Cain
Audit Director Atwood
Executive Officer Corlett
Academic Personnel Interim Executive Director Price
Tax Manager Barrett
UCDC Manager Rak
Payroll Team Lead Trejo
November 14, 2011

Delegation of Authority to Modify Rates for Honoraria and Authorize Discounts for Event Services at the UC Washington Center

The Governing Council authorizes the Executive Director of the University of California, Washington Center (UCDC) to adjust the rate for podium hours established under the UCDC Professional Practitioner Guest Presenter Program authorized by the University Provost. It is understood that this flexibility is to be used, as appropriate, to attract guest instructors to UCDC of pre-eminent stature and/or under other extraordinary circumstances.

In addition, the Executive Director is authorized to offer discounts to users of UCDC Event Services where doing so may advance the University’s business, academic or research interests in Washington, DC.

Attachments:
- Description of UCDC Professional Practitioner Guest Presenter Program
- UCDC Event Services Rate Schedule

AUTHORIZED BY UNANIMOUS VOTE OF THE GOVERNING COUNCIL
November 14, 2011