



Visiting Researcher and Visiting Faculty Appointment Criteria Matrix

	Visiting Researcher	Visiting Faculty
Description	Visiting Researcher is a position for individuals on an approved leave from their home institution outside the University of California system. The home institution does not need to be a university or college, nor does the individual have to be a faculty member of any institution.	Visiting Faculty is a position for faculty members from universities and colleges outside the University of California system. Typically, Visiting Faculty are hired to collaborate with Berkeley Lab and continue to be paid by their home institution, but may also be on a formal paid or unpaid leave.
Home institution approval	Requires letter from home institution stating (1) approval of leave and effective dates, and (2) level of salary support during leave (home institution salary paid directly to employee). Exception: Faculty member here for summer months only. If extends into academic year, letter is required.	Requires letter from home institution stating (1) approval of Berkeley Lab appointment and dates, (2) type of leave (paid or unpaid), and (3) level of salary support (home institution salary paid directly to employee).
Posting/ Recruitment	Not required	Not required
Salary	Determined according to individual circumstances of the case (e.g., to match or supplement home institution's salary). Salary does not have to fit Berkeley Lab salary-setting guidelines. Salary is not subject to merit increases or range adjustments	Same as faculty salary at home institution. An exception to policy can be requested if the Visiting Faculty will be on a paid or unpaid leave from the home institution and/or the home institution salary is well below Berkeley Lab peers. Based on these circumstances, the exception request can be made for a salary to match Berkeley Lab peers or for a supplement to the home institution salary to match Berkeley Lab peers.
Hire Process	In accordance with the Recruitment and Hiring policy and the Appointments, Visiting Researcher policy	In accordance with the Recruitment and Hiring policy and the Appointments, Limited policy
Conversion to Term or Career	Treated as a new appointment and is subject to full recruitment and posting procedures	Treated as a new appointment and is subject to full recruitment and posting procedures
Travel Expenses	In accordance with the Travel Policy and Reference Guide	In accordance with the Travel Policy and Reference Guide
Duration/ Effort	Appointment duration is from three months up to one year but may be extended for a second year on an exception basis with the approval of the Chief Human Resources Officer and Laboratory Deputy Director for Research. Appointment effort is 100% time in order to qualify for mid-level benefits.	Appointment duration is at the division's discretion but may not exceed 900 hours in a rolling 12-month period. Typically, the Visiting Faculty effort is variable time, but may be part-time or full-time if needed for short-term employment.
UCRP	No membership	No membership
Health & Welfare Benefits	Based upon length of appointment and percent effort. See the UC Benefits Programs Initial Eligibility and Continuing Benefits Eligibility Information page.	Based on length of appointment and percent effort. See the UC Benefits Programs Initial Eligibility and Continuing Benefits Eligibility Information page



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Paid Leaves (Holidays, Sick, Vacation)	Eligible for holidays, sick leave, and vacation leave	In accordance with length of appointment and effort per Berkeley Lab policy
Early Termination	In accordance with the Appointments, Visiting Researcher policy	In accordance with the Appointments, Limited policy.
Employee Class	Visiting Researchers are assigned the “Floater” employee class in UCPATH.	Limited
Job Code	S25.0/Visiting Researcher	S45.0/Visiting Faculty Non-UC
Other	If does not meet above criteria, or division wishes to provide full benefits, may not be in “Floater” employee class. If another employee class is used, division must meet all criteria for appointment type including recruitment and salary setting.	Contingent upon continued faculty appointment at home institution.