

**APPOINTMENT PROCEDURES –**  
**POSTDOCTORAL SCHOLAR—FELLOW (3253)**  
**POSTDOCTORAL SCHOLAR—PAID DIRECT (3254)**

**Appointment and Reappointment Procedures:**

Effective July 1, 2003, the following will apply to non-employee Postdoctoral Scholars—Fellow (3253) and Postdoctoral Scholars—Paid Direct (3254)—commonly referred to as Postdoctoral Fellows and Trainees.

Appointments of "Postdoctoral Scholars – Fellows" will be entered into the Payroll/Personnel System in new title code 3253.

Appointments of "Postdoctoral Scholars – Paid Direct" will be entered into the Payroll/Personnel System in new title code 3254.

Eligibility for vacation and sick leave will continue in accordance with the provisions of the extramural funding agency.

Benefit eligibility will continue in the UCI/OGS campus postdoctoral health-care plans.

All other provisions of APM 390 will apply including:

\$31,044 minimum salary/stipend established for Irvine campus

Five-year limit on time in postdoctoral status (with extensions up to a sixth year possible)

The following three changes also affect new appointments in this group July 1, 2003:

First, in recommending the appointment of new non-employee Postdoctoral Fellows who receive their fellowship stipends either through OGS or directly from extramural agencies, departments will be required to propose a "Without Salary" appointment for each fellow either as Postdoctoral Scholar—Fellow (3253) or Postdoctoral Scholar—Paid Direct (3254). *If a fellowship is to be supplemented by University funds, an additional new appointment as Postdoctoral Scholar—Employee (3252) must be established (use PGR or Vis PGR until Jan 2005).*

Second, the new policy does not permit using UCI General Funds, Opportunity Funds, clinical income, or other discretionary funds to pay stipends for new non-employee postdoctoral fellows and trainees. No changes need to be made in the funding for postdoctoral fellows and trainees with begin dates prior to July 1, 2003.

Third, the new policy requires that all new Postdoctoral Scholars be supported either as employees through UCI funds or as fellows with fellowships or traineeships awarded by extramural funding agencies. **Postdoctoral Scholar appointments of individuals who are supported by their own personal or family funds may no longer be made.**

**Salary/Stipend:**

Minimum: For new appointments and reappointments made on or after July 1, 2003, the minimum of the Postdoctoral Scholar salary/stipend range for the Irvine campus is as follows:

2003-04: \$31,044, based on the current Step I of the non-student PGR scale

Departments are expected to supplement any fellowship stipend which falls below the current UCI minimum.

Departments may establish higher minimums.

The maximum of the Postdoctoral Scholars salary/stipend range is \$75,324. In subsequent years, both the minimum and maximum of the Postdoctoral Scholar salary range will be range-adjusted to the same extent as for other non-represented, non-Senate academic appointees.

The expectation is that all stipends will be supplemented to the Irvine minimum of \$31,044, **effective July 1, 2003.**