



Citrus Community College District
1000 W. Foothill Blvd., Glendora, CA 91741

eMEMO

Office of Academic Affairs
Dana Hester, Ed.D.

DATE: January 8, 2024

TO: Full-Time Faculty and Administrators

FROM: Faculty Service Area Co-chairs:
Dana Hester, Ed.D., Vice President of Academic Affairs &
Carsten Dau, English Faculty

RE: Application Opportunity for Additional Faculty Service Area (FSA) Credit

Please complete and turn in your application to Amber Quick in The Human Resources Office by March 15

Full-time faculty have the opportunity each year to apply for additional Faculty Service Area (FSA) credit. To be eligible for FSA credit in a discipline you must meet both the competency criteria (explained on the back of the application form) and the minimum qualifications from the Chancellor's Office.

While we do not anticipate layoffs, it is important to remember that a faculty member's rights to reassignment during layoffs only extend to the areas in which they have applied for and received FSA's.

It is **not** necessary to re-apply for FSA's that have already been approved in a prior year. If you were eligible for and granted FSA in the past, you may retain it even if you are no longer eligible under new minimum qualifications.

The FSA application and other reference materials (listed below) are now available online at: [Citrus College - Faculty Service Area](#)

1. Application with Competency Criteria
2. Approved Discipline List
3. Education Code Section 87743.2, 87743.3, 87743.4, 87743.5
4. Minimum Qualifications for Faculty and Administrators in California Community Colleges (A link to this document is available on the above FSA web page)