

Administrative Structure

Administrative Campus

COAST serves every campus in the CSU system but is administratively housed at one campus, which is currently CSU Monterey. The Administrative Campus may change with recommendation from the Presidents' Council and approval by the Chancellor. The President of COAST's Administrative Campus will serve as the Chair of the Presidents' Council. COAST staff will be employees of the Administrative Campus.

Terms of the Director's Employment

The Director is appointed to a 12-month temporary position as Administrator III in the Management Personnel Plan (MPP) at the Administrative Campus. The Director may negotiate for academic retreat rights if appropriate. The Director is hired through standard campus hiring procedures: appropriate classification of the position, creation and approval of a position description and transparent, broad advertising both within the CSU and beyond. Following review of application materials, the search committee interviews top candidates in person and the most qualified person is selected.

The Director is evaluated annually by his or her supervisor using standard campus review procedures. Currently, the Director's supervisor is the Provost and Vice President for Academic Affairs at CSU Monterey Bay. Because the Director is accountable to the Executive Committee, the supervisor will seek input from members of the COAST Executive Committee for the annual performance evaluation. The Director is expected to receive satisfactory annual performance evaluations (meet or exceed expectations). If the Director receives an unsatisfactory evaluation, s/he will work with the supervisor to identify corrective actions and additional training that may be warranted and to develop a plan for improved performance. Another performance evaluation will be conducted after six months to determine if the Director's performance has measurably improved. After two consecutive unsatisfactory evaluations, the Director may be dismissed from the position.

COAST Staff

COAST staff are appointed to 12-month temporary positions at the Administrative Campus. Appropriate job classifications and compensation are determined in conjunction with Human Resources in accordance with established CSU classification standards and salary schedule. COAST staff report to the Director and are reviewed annually by the Director. All salary increases, reclassifications or changes in appointment will be conducted according to established procedures at the Administrative Campus.

Indirect Cost Recovery

The Administrative Campus may charge an administrative fee against the project equal to 10% of total current year revenue budget, excluding budgeted expenses for personnel (salary, wages and benefits) and student summer internship stipend costs. COAST funds transferred to any of the other 22 campuses are not subject to campus indirect costs (facilities and administrative fees) or any other type of fee from any source.