

USC Dornsife

Dana and David Dornsife
College of Letters, Arts and Sciences

OFFICE OF THE DEAN

Renee Perez

Senior Associate Dean and Chief Operating Officer

January 6, 2020

Michael Munson
145 Electric Ave
Seal Beach, CA 90740

Dear Mr. Munson:

I have the pleasure to advise you that, upon the enthusiastic recommendation of the faculty and director of Physical Education in the USC Dana and David Dornsife College of Letters, Arts and Sciences, the University of Southern California is offering you a temporary, fixed-term faculty appointment subject to the terms and conditions detailed in this letter.

University staff make an enormous contribution to USC's educational program. During the spring 2020 semester, you will be appointed as a part-time faculty member at the rank of Lecturer concurrent with your staff title. With the approval from your supervisors and contingent on the approval from the Human Resources Administration, USC Dornsife is pleased to offer you the following overload teaching assignments:

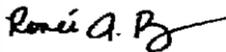
Spring 2020 – PHED 155b: Golf (1 unit) - \$2,500

As you know, teaching this course is a part-time, temporary assignment for the spring semester only and the appointment is for a fixed term beginning January 1, 2020 and ending May 15, 2020. You will be compensated at the rate of \$2,500 per course. Your total annual compensation for the above teaching assignments is **\$2,500**.

This appointment is contingent upon there being sufficient enrollment to warrant all sections of courses now scheduled. If USC Dornsife decides to cancel your course for any reason, we will let you know as soon as possible, and you will be paid for all hours worked. You remain subject to the terms of employment described in the Staff Policies and Procedures.

If the terms specified in this letter are acceptable to you, please sign and return the original of this letter along with the Agreement to Arbitrate Claims to my office by **January 13, 2020**. We will instruct our USC Dornsife Business Office to adjust your payroll. If you have any questions, please do not hesitate to call me. Thank you once again for your contribution to USC.

Sincerely,

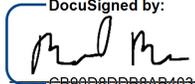


Renee Perez
Senior Associate Dean and Chief Operating Officer



Acceptance:

I accept the above offer, and I agree to comply with all its terms and conditions, as well as all other applicable University and School policies as revised from time to time (<http://policy.usc.edu>).

Accepted:  _____ Date: 1/6/2020
Michael Munson

CC: Steve Vankanegan, Director of Physical Education
Amber Harris, Administrative Staff of Physical Education
Karla De Souza Dias, Deputy Director, Departmental Operations