**RECALL TITLE CODES GUIDE**

Effective 1/1/14, Recall title codes have been renamed and/or remapped. Please use the following 'tree' guide and definitions to help determine which recall title codes to use.

Is the Academic a Member of HSCP?
- Yes
  - Use Title Code 1701
- No
  - Is the Academic a Faculty Member?
    - No
      - Use Title Code 1702
    - Yes
      - Does the Faculty Member Conduct Activities (Research, Clinical, Admin) in Addition to Teaching in Recall Appointment?
        - Yes
          - Use Title Code 1702
        - No
          - (Teaching Only)

Recall title codes and definitions:
- **1700, RECALL TEACHG** – for recall appointees with teaching duties only.
- **1701, RECALL HCOMP** – for recall appointees who are members of the Health Sciences Compensation Plan.
- **1702, RECALL FACULTY** – for recall appointees with a combination of teaching, research, clinical, and/or administrative duties. Also, title code 1702 is used for recall appointees with only one of these duties, except for teaching. For teaching duties only, title code 1700 is used.
- **3802, RECALL NON-FACULTY ACAD** - for recall non-faculty academic appointees such as Academic Coordinators, Academic Administrators, Professional Research Series, Specialists, and Librarians.