

Notice of Non-Reappointment

The following non-reappointment provisions apply to untenured full-time faculty at the rank of Instructor and above who do not have current written employment contracts.

Terms of Appointment One or Two Years in Length

In the event of non-reappointment, the Chair will provide written notice at least six months prior to the end of the faculty member's current term. If fewer than six months remain until the end of the faculty member's term, the term will be extended for a period of six months from the date of written notice of non-reappointment solely for the purpose of ensuring that adequate notice is provided.

In the event that no written notice of reappointment or non-reappointment is provided by the end of the term, the appointment will be extended six months beyond the original term end date, and the non-reappointment will be effective at the end of that extension.

If a decision to reappoint a faculty member is made during the term extension, notice must be in writing from the Chair. The reappointment will commence retroactive to the first day following completion of the original term of appointment.

Terms of Appointment Three, Four or Five Years in Length

In the event of non-reappointment, the Chair will provide written notice at least one year prior to the end of the faculty member's current term. If less than one year remains until the end of the faculty member's term, the term will be extended for a period of one year from the date of written notice of non-reappointment solely for the purpose of ensuring that adequate notice is provided.

In the event that no written notice of reappointment or non-reappointment is provided by the end of the term, the appointment will be extended one year beyond the original term end date, and the non-reappointment will be effective at the end of that extension.

If a decision to reappoint a faculty member is made during the term extension, notice must be in writing from the Chair. The reappointment will commence retroactive to the first day following completion of the original term of appointment.

Term Continuation Beyond Extension Period

In the event that a faculty member receives neither notice of reappointment nor notice of non-reappointment and continues to be employed beyond the six-month or one-year notification and extension periods described in Sections A and B above, the appointment will be considered renewed for a one year term. The start date of the renewed term will be the day following the end of the last term of appointment.

Contact Us

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