

Key Attributes of Model Faculty Non-Renewal and Termination Policy

The October 1998 Joint Council on Instruction/Faculty Advisory Committee (COI/FAC) Faculty Personnel Committee Report on Faculty Personnel Issues identified the key attributes of faculty termination policies, which were distributed to State System institutions. As evidenced in the results of a survey of academic vice presidents conducted in February 2002, most institutions have reviewed campus faculty personnel policies and incorporated these key attributes. Nevertheless, the concern regarding faculty termination policy persists, as evidenced by proposed legislation in spring 2002 (SB 903 and HB 2141). Although the proposed legislation did not advance for full consideration, further attempts to legislate faculty termination policy may be expected. A new COI/FAC committee was convened to review the 1998 document. The committee recommends expanding the key attributes to include full-time faculty as follows.

Key attributes* of a model non-renewal and termination policy for tenured faculty, tenure track faculty, and full-time faculty with reasonable expectation of reappointment (excluding all temporary appointments) include:

- Faculty should be provided written notification of a nonrenewal or termination decision.
- Institutions should observe a specified period of time to provide written notice to faculty members, prior to the expiration of the appointment.
- Faculty should be afforded the opportunity to meet with their respective department chairs or other appropriate officials to discuss nonrenewal or termination decisions.
- Faculty should be given the option to request the reasons for nonrenewal during the meeting with their department chairs or other appropriate officials or through a written petition within a specified period of time following the meeting, all in a manner specified by institutional policy.
- Faculty should be afforded specified appeals procedures to termination decisions.

Temporary Faculty

As a matter of sound employment policy and professional courtesy, the initial appointment of temporary faculty should clearly specify the assigned responsibilities and the duration of the appointment. Temporary faculty include part-time, visiting, lecturer, and adjunct faculty whose appointments are for a specified contract period with no commitment by the institution for continued employment. For example, the employment contract of an adjunct faculty member working under a nine-month contract should clearly specify the assigned duties (e.g. instruction), and that the faculty member has no justifiable expectation of continued employment beyond the nine-month contract period.

*Definitions will differ depending on institutional mission and role. Institutional officials should define these attributes consistent with their respective institution's mission.