

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 3	Faculty Policies and Procedures	Effective:	February 2000
Section 3.8	Termination and Reappointment of Faculty	Revised:	May 2005
Policy 3.8.1	Termination and Reappointment of Faculty	Responsibility:	Vice President for Academic Administration

TERMINATION AND REAPPOINTMENT OF FACULTY

Policy

Termination of the appointment of tenured faculty members and of all other faculty members before the expiration of the stated period of appointment, except by resignation or retirement for age in accordance with established rules, will be only for good cause shown. The procedures for hearing and determining such cases are set forth in the Regents' *Rules and Regulations*, [Rule 31008](#).

Process

In the event of a decision not to reappoint a faculty member on the tenure track without tenure, written notice will be given based on the following years of probationary service:

First academic year:

- Notify not later than March 1
- Termination of Appointment: August 31 of current fiscal year

Second academic year:

- Notify not later than December 15
- Termination of Appointment: August 31 of current fiscal year

Two or more academic years:

Notify not later than August 31

- Termination of Appointment: August 31 of subsequent fiscal year

The Chair, the Dean, and the President must sign this notification. The letter will be sent by the Dean by certified mail (return receipt requested).

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Reappointment

Notice of reappointment to a succeeding academic year, and the award of tenure, may be accomplished by the President or his/her delegate only after approval of the Board of Regents. No person shall be deemed to have been reappointed or to have been awarded tenure because notice is not given or received by the time or in the manner prescribed in this chapter. Should it occur that notice is not received by the time prescribed herein, it is the duty of the academic employee concerned to make inquiry to determine the decision of the President. Upon such inquiry, the academic employee shall be notified of such decision without delay.

Elimination of Programs and Positions

The President has the responsibility for determining when to eliminate academic positions or abandon academic programs, or both, subject to the approval of the Executive Vice Chancellor for Health Affairs. The procedures that must be followed are described in the Regents' *Rules and Regulations*, [Rule 31003](#). The procedures to be followed upon determining financial exigency are described in the Regents' *Rules and Regulations*, [Rule 31003](#).
