Initial Implementation of Continuous Employment Provisions for Non-Tenure Track Instructional Faculty Hired Prior to September 16, 2016

As of September 16, 2016, non-tenure track instructional faculty members who have been promoted and have at least four years of experience will automatically be converted into continuous employment status.\(^1\)

As of September 16, 2016, non-tenure track instructional faculty members who have at least six years of experience and have completed at least four positive annual or multi-year reviews will be automatically converted to continuous appointment.\(^2\)

As of September 16, 2016, eligible non-tenure track instructional faculty who have between 4 and 6 years of experience, but have not been promoted, can undergo a cumulative peer-review of their work and will be awarded continuous appointment status with a satisfactory evaluation.\(^3\)

If an NTT instructional faculty member has six years of experience but has not undergone at least four reviews, the relevant academic unit will be asked to conduct a cumulative peer review of the faculty member’s performance and will be awarded continuous appointment status with a satisfactory evaluation.

In the case of an unsatisfactory cumulative peer review evaluation for continuous appointment, where the NTT faculty member has not had the benefit of developmental annual reviews, the faculty member and department chair or chair equivalent shall meet to discuss the deficiencies. Following the meeting, the chair shall develop a plan to address the deficiencies. If the NTT faculty member disagrees with the remediation plan, the faculty member may appeal to the dean or the dean’s designee, who shall review the plan and make the final decision regarding the contents of the plan. The remediation plan is to be developed before the end of the academic year in which the unsatisfactory evaluation occurred. If the chair and faculty member identify resources that would assist with the remediation plan, a request for access to such resources will be made to and considered by the Dean. Resource unavailability could result in modification or extension of the remediation plan. At the satisfactory completion of this plan, the faculty member will be awarded continuous appointment.\(^4\)

Progress on the remediation plan is to be assessed and communicated on a regular basis during the subsequent academic year. At a minimum, the chair and the faculty member will meet near the beginning of the fall term to review the remediation plan and near the end of the fall term to review the faculty member’s progress on the remediation plan. Prior to the end of fall term, the chair is to provide the faculty member with a written assessment of progress on the remediation plan, including identification of any issues that have not yet been successfully remediated.

At any point in the process, the chair can determine that the remediation plan has been successfully completed, at which time the chair shall notify the faculty member and conclude

---

\(^1\) LOA # xx: Non-Tenure Track Instructional Faculty Transition
\(^2\) LOA # xx: Non-Tenure Track Instructional Faculty Transition
\(^3\) LOA # xx: Non-Tenure Track Instructional Faculty Transition
\(^4\) 2016-2020 CBA, Sec. 2 g (also including following three paragraphs)
Around the end of the winter term of the academic year following the unsatisfactory evaluation, the chair is to notify the faculty member whether the remediation plan has been successfully completed. If the plan has not been successfully completed, the chair may either extend the plan for an additional academic term or provide the faculty member with notice of termination. A remediation plan may be extended by the chair for up to three academic terms. A notice of termination provided under this section shall be provided to the member, Dean, Provost and the Association and shall be effective no sooner than the end of the subsequent academic term.