



Faculty Termination Policy

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I. Policy Statement

Faculty members in their first year whose employment is not to be continued shall be given written notice that their contract will not be renewed three months prior to the expiration of the contract period (February 1). Those in the second contract year will be notified six months before the end of the contract period (November 1). Non-tenured faculty in their subsequent years receive written notification at least nine months before the date of termination of the contract if an employment contract for the succeeding year will not be offered them (August 1).

The President of the University may at any time remove any faculty member or other employee for cause provided that the institution has complied with procedural due process requirements (see § 211.02 of the *Faculty Handbook* for a list of justifiable causes). Written notice will clearly state the charges against the person removed and must be sent by certified mail and receipted. The individual is entitled to file an appeal in writing to the Board of Regents for a fair hearing before the Board or a committee of the Board. The Board or committee of the Board may grant a hearing within 45 days of the appeal. The action of the Board will be final (*Board of Regents Policy Manual*, § 8.3.9).