

Section III.E. Termination of Employment

E. Termination Of Employment

A faculty member’s employment at the University may be terminated in any of the following ways:

1. Non-reappointment

Terminal Appointments (Fixed Term) and Contingent (Indefinite Term) Appointments.

For a faculty member with an appointment carrying a terminal date, the appointment ends on the specified terminal date, unless positive action is taken to reappoint that faculty member. ~~It is recommended that the faculty member’s administrative head send out a courtesy notice of non-reappointment. If a contract will not be renewed, it is strongly recommended that the faculty member’s administrative head communicate directly with the faculty member as early as possible and provide written notification of non-reappointment.~~

Continuous Appointments.

For a faculty member with an appointment with no contractual end date, employment may be terminated ~~at any time consistent with their employment contracts and this section, with or without cause. A non-reappointed faculty member will be advised in writing by the administrative head as soon as it has been decided that the appointment is not to be renewed. This decision shall be made by the administrative head with the approval of the appropriate appointing authority, consistent with their contract in accordance with Washington state and federal contract law and this section, including the notification requirements described below. Reasons that a contract may be discontinued include but are not limited to budgetary constraints, changes in enrollment, organizational restructuring, and the failure to meet performance expectations. -A faculty member whose contract that will not be continued will be advised in writing by the administrative head and/or supervisor appointing authority (i.e. Dean or Chancellor) as soon as possible after it has been decided that the appointment is not to be renewed.~~ This notification will be given to the faculty member in accordance with the following:

Type of Appointment	Year of Employment	Minimum Advance Notice in Calendar Months
Annual (twelve-month)	1	3
Annual (twelve-month)	2	6
Annual (twelve-month)	3 or more	12
Academic (nine-month)	1	3*
Academic (nine-month)	2	6*
Academic (nine-month)	3 or more	9*

*Excluding three summer months

These notice provisions shall not apply in situations involving extraordinary circumstances, such as financial exigencies or elimination of function.

