

Probationary Faculty Member's Receipt of Annual Assessments

The following portions of the 2003-2009 UHPA-BOR/UH Agreement are provided for your information and understanding.

Renewal of Contracts During Probationary Period

Article XII, Section D.1.:

Recommendations for renewal shall require that the Faculty Member's performance has been assessed for strengths and weaknesses and has been rated as satisfactory, that there is a continuing need for the Faculty Member's services at the University, and that the Faculty Member has made the professional improvement or has demonstrated the professional and personal qualities needed by the department, or similar considerations. A positive assessment does not necessarily assure renewal of appointment.

Probationary Period and Service

Article XII, Section B.1.b.:

The probationary period ends by the granting of tenure, the refusal of tenure by the Employer, or the non-renewal of appointment. During this period, probationers do not have a claim to their position and the Employer, through its officers, may exercise its prerogative of non-appointment without a statement of reasons, except as provided in Paragraph L. of this Article.

Non-reappointment, Statement of Reasons

Article XII, Section D.3.:

In a case in which the Employer has exercised its prerogative of non-reappointment, the Faculty Member may within twenty (20) calendar days of receipt of the written notification request a meeting with the Provost, Dean or other appropriate official.

Upon request, the Faculty Member will be advised orally of the reasons for the non-reappointment. Upon written request of the Faculty Member within ten (10) calendar days of the meeting, the reasons will be confirmed in writing.

Faculty Member's Acknowledgment:

I acknowledge reviewing all pages of this annual evaluation and the attached narrative assessments done by my Department Personnel Committee and my Department Chair. I realize that these are solely for determining contract renewal and are not part of the tenure and/or promotion process. I recognize that these are recommendations and that the final decision about the renewal of my contract will be made by my Dean/Director.

Signature of Faculty Member

Date

Dean's/Director's Decision (not applicable if for annual evaluation only)

A. There is a future need for this position (see 2003-2009 UHPA/UH Agreement) ____ Yes ____ No

B. Decision for annual renewal of contract:

Based on my review of the dossier and the recommendations from the Department Personnel Committee and Department Chair, the following is my decision for annual renewal of contract:

_____ **Renewal**

_____ **Non-renewal**

Name of Dean/Director _____

Signature of Dean/Director _____

Date _____