

Notice of Non-reappointment

201.88

I. Policy

The purpose of this policy is to define the minimum requirements for giving notice of non-reappointment to non-bargained-for instructional faculty. A school or college may establish written procedures to provide for earlier notice.

Instructional activities by their nature require planning and commitments for a reasonable period of time into the future. Neither the interests of the University nor those of the individual instructional faculty member are well served by unplanned abrupt changes in the mutual commitment implicit in an instructional appointment. To this end, the University provides the following commitments as to the Notice of Non-reappointment that it will provide to instructional appointees, and would expect that individuals deciding to end their instructional relationship with the University would provide their department or unit appropriate notice.

II. Standards

All term appointments are considered terminal upon the completion of the terms and conditions of the appointment. However, for regular instructional faculty members who are on the tenure track but are not yet tenured, it is the University’s intent to notify these individuals of non-reappointment according to the guidelines below<sup>1</sup>.

For clinical instructional faculty, there may be an expectation of reappointment. Where such an expectation exists, it is the University’s intent to notify these individuals of non-reappointment according to the guidelines below.

For non-bargained-for supplemental faculty (i.e., adjunct instructional faculty, adjunct clinical faculty, visiting instructional faculty, and visiting clinical instructional faculty at appointment fractions of less than 50%<sup>2</sup>), notice of non-reappointment is not required.

TENURE TRACK FACULTY WITHOUT TENURE CLINICAL INSTRUCTIONAL FACULTY AND LECTURERS (NON-BARGAINED FOR)	
Length of Appointment and Term In Which It Will End	Required Notice of Non-Reappointment
Less than one year in appointment	No later than three (3) months before the date on which the faculty member’s appointment will end
More than one year but less than two years in appointment, and appointment will be terminated at the end of Term II (Winter Term)	By December 15 of the faculty member’s final academic year in the appointment
More than one year but less than two years in appointment, and appointment will be terminated on a date other than at the end of Term II (Winter Term)	No later than the date that would provide the faculty member with five (5) months’ advance notice of the termination date
More than two years in a single appointment OR more than two years in a combination of two or more appointments held continuously over two or more years, and the appointment will be terminated at the end of Term II (Winter Term)	By September 15 of the faculty member’s final academic year in the appointment
More than two years in a single appointment OR more than two years in a combination of two or more appointments held	No later than the date that would provide the faculty member with nine (9) months’ advance notice of the termination date

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TENURE TRACK FACULTY WITHOUT TENURE CLINICAL INSTRUCTIONAL FACULTY AND  
LECTURERS (NON-BARGAINED FOR)

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continuously over two or more years, and the appointment will be terminated on a date other than at the end of Term II (Winter Term)

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NON-BARGAINED-FOR SUPPLEMENTAL FACULTY  
(Adjunct Instructional Faculty, Adjunct Clinical Faculty,  
Visiting Instructional Faculty, and Visiting Clinical Instructional Faculty)

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Length of Appointment and Term In Which It Will End	Required Notice of Non-Reappointment
Any number of years ending in any term	No notice of non-reappointment is required

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<sup>1</sup> For tenure-track faculty in their sixth year of appointment, see also [SPG 201.50](#), Guidelines Related to Tenure Reviews and Reappointment Reviews.

<sup>2</sup> Also see [SPG 201.34-1](#) Classification of Instructional Faculty

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Procedures: <http://www.hr.umich.edu/procedures/spg201-88.htm>

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Applies to:  
Instructional faculty with the exception  
of those covered by a collective  
bargaining agreement

Owner:  
University Human Resources and the  
Office of the Provost and Executive  
Vice President for Academic Affairs

Primary Contact:  
University Human Resources and the  
Office of the Provost and Executive  
Vice President for Academic Affairs

Related policies:  
[Classification and Appointment of  
Instructional Faculty](#)  
[Guidelines Related to Tenure Reviews  
and Reappointment Reviews \(Regular  
Instructional Staff\)](#)

Related links:  
[Procedures](#)

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