

- 1182
1183 A. No tenured employee shall be laid off if there are employees who do not have tenure
1184 in the layoff unit.
1185 ~~B. No employee who does not have tenure in the layoff unit with more than five (5) years of~~
1186 ~~continuous university service shall be laid off if there are any such employees with five (5)~~
1187 ~~years or less service.~~
- 1188 ~~C.B.~~ The sole instance in which only one (1) employee will constitute a layoff unit is when
1189 the functions that the employee performs constitute an area, program, or other level
1190 of organization at the University.
- 1191 ~~D.C.~~ The provisions of Article 13.2(A) ~~and (B)~~ above will apply unless the University
1192 determines that an Affirmative Action Program has been so affected, the University
1193 shall notify UFF in writing.
- 1194 ~~E.D.~~ Where employees are equally qualified under (A) ~~or (B)~~ above, those employees will
1195 be retained who, in the judgment of the University, will best contribute to the mission
1196 and purpose of the University. In making such judgment, the University shall carefully
1197 consider employees' length of continuous university service, and shall take into
1198 account other appropriate factors, including but not limited to performance evaluation
1199 by students, peers, and supervisors, and the employee's academic training,
1200 professional reputation, teaching effectiveness, research record of quality of the
1201 creative activity in which the employee may be engaged, and service to the profession,
1202 community, and public.
- 1203 ~~F.E.~~ No tenured employee shall be laid off solely for the purpose of creating a vacancy to
1204 be filled by an administrator entering the bargaining unit.
- 1205 ~~G.F.~~ The University shall notify the local UFF Chapter in writing regarding the use of adjunct
1206 and other non-unit faculty in those departments/units where employees have been
1207 laid off. The use of adjunct and other non-unit faculty in departments/units where
1208 employees have been laid off may be the subject of consultation meetings pursuant
1209 to Article 2.1.

1210
1211 13.3 Alternative/Equivalent Employment. The University shall make a reasonable effort to assist the
1212 employee in locating appropriate alternate or equivalent employment for laid-off employees within the
1213 University.

1214
1215 13.4 Notice. Employees should be informed of layoff as soon as practicable and, where circumstances
1216 permit, employees with three or more years of continuous University service should be provided at least
1217 one (1) year's notice; those with less service with at least six (6) months' notice. Employees who have
1218 received notice of layoff shall be afforded the recall rights granted under Article 13.3 above and 13.5
1219 below. Formal written notice of layoff is to be sent by certified mail, return receipt requested, or delivered
1220 in person to the employee with written documentation of receipt obtained. The notice shall include
1221 effective date of layoff; reason for layoff; reason for shortened period of notification, if applicable; a
1222 statement of recall rights; a statement of appeal/grievance rights and applicable deadlines for filing; and
1223 a statement that the employee is eligible for consideration for retraining under the provision of Article 22.4,
1224 for a period of two years following layoff.

1225
1226 13.5 Re-employment/Recall.

- 1227
1228 A. For a period of two years following layoff or for employees appointed to a fixed multi-
1229 year appointment, not to exceed the length of their last employment contract, not to
1230 exceed two (2) years, an employee who has been laid off and who is not otherwise
1231 employed in an equivalent full-time position shall be offered re-employment in the
1232 same or similar position at the University should an opportunity for such re-
1233 employment arise. It shall be the employee's responsibility to keep the University
1234 advised of the employee's current address. Any offer of re-employment pursuant to
1235 this section must be accepted within fifteen (15) days after the date of the offer, such
1236 acceptance to take effect not later than the beginning of the semester immediately