

# UFF PROPOSAL #1

November 2020

## Article 8

### Appointment

This article shall remain unchanged except as to changes and modifications referenced below.

#### 8.4 Changes in Appointments and Supplemental Appointments.

##### J. Continuing Multi-Year Appointments

1. A continuing three (3)-year multi-year appointment (CMYA) ~~may~~ shall be offered in writing to:
  - a. An employee who has been promoted to the rank of Instructor II or Instructor III.
  - b. An employee who has been promoted to the rank of Associate University Librarian or University Librarian.
2. An employee shall have 45 days from receipt of said written offer to accept or decline said offer. Said appointment, if accepted, shall commence at the beginning of the next academic year after said acceptance.
3. Each employee on a continuing three (3)-year multi-year appointment (CMYA) shall be evaluated annually pursuant to Article 10. If an employee receives an overall satisfactory annual evaluation, the employee shall receive a one-year contract extension, thereby maintaining a full three-year appointment cycle. In cases of voluntary resignation, retirement, removal for just cause, or layoff, no contract extension will be given.
4. If an employee receives an "overall unsatisfactory" annual evaluation, the employee shall be placed on one-year probation. No contract extension shall be added to the employee's appointment for the duration of the probationary period. The employee shall be required in consultation with the employee's supervisor to draft and sign a one-year performance improvement plan to address the deficiencies responsible for the overall unsatisfactory rating and to identify specific performance targets for the following academic year. The performance improvement plan must be developed and signed prior to the start of the following semester, excluding summer. In the first succeeding annual evaluation (probation year evaluation), the employee's supervisor shall review the employee's progress in successfully fulfilling the performance improvement plan. If the employee has met the performance targets specified in the performance

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improvement plan, the employee's probation shall be lifted and a two-year contract extension granted, thereby restoring the employee to a full three-year continuing contract cycle. No other penalties shall attach to the employee's appointment as a result of the probationary term.

If the employee receives an "overall unsatisfactory" evaluation in the probation year evaluation, the employee shall have one year remaining in the employee's appointment before the contract expires. The employee shall be notified of non-reappointment.

5. An employee who receives written notice that the employee will not be offered a successive appointment may, according to Article 20 (Grievance Procedure and Arbitration), contest/grieve the decision because of an alleged violation of an express term of this Agreement. Such grievances must be filed within thirty (30) calendar days after the employee receives the written statement of the basis for the decision.