

II-8
GUIDELINES FOR CONTINUING APPOINTMENT BASE FTE
(Revised 2/23)

The consideration of the employment of Unit 18 faculty should be undertaken with a view to the highest possible quality of instruction and the optimal advancement of the curricular and programmatic interests of the department. There should be the underlying presumption that:

1. The teaching function of an academic department or program is to be discharged typically by members of the Academic Senate (appointees to the Professorial and Lecturers with Security of Employment series);
2. Teaching needs not met by Senate faculty will be met by Teaching Assistants and Associates as an integral part of their graduate training whenever this is possible and appropriate;
3. Unit 18 faculty will be employed when needs cannot be met as described under 1. and 2. above.

The initial continuing appointment percentage will be at least equal to the Unit 18 faculty member's minimum appointment percentage during the previous 2- or 3-year reappointment. If, prior to the issuance of the letter approving the Continuing Appointment, the department determines that the initial continuing appointment percentage will be lower than expected, the appointee must be notified, in writing, as soon as practicable. Please consult your AP analyst for assistance in this process.

See Articles 7B.B.2 and 7C.B.1 for situations indicating that instructional need will not exist, or may be reduced.

Augmentation of Continuing Appointment base:

Temporary augmentation may be made to the Continuing Appointment if the increase is for a distinct and finite period of one year or less. Temporary augmentations will not be added to the appointee's base percentage on a continuing basis. Temporary augmentations may result from:

- Faculty leaves
- Circumstances which require emergency course coverage
- The need to deliver instruction until newly hired ladder rank faculty are scheduled to begin teaching
- Temporary and/or unanticipated fluctuations in enrollment
- Programmatic change designed to meet the academic mission of the University

Any augmentation not meeting the above definitions will be considered a permanent augmentation to the individual's Continuing Appointment base percentage.

When the University assigns a Unit 18 faculty member a temporary augmentation for the same course in three or more consecutive academic years, the Unit 18 faculty member shall have a permanent augmentation to the appointment base.

Reduction of the Continuing Appointment base may only take place in accord with Article 17, Layoff, reduction in time and Reemployment.-