



University of Colorado
Colorado Springs

UCCS CAMPUS POLICY

Policy Title: 200-022 Multi-Year Contracts for Instructional, Research, and Clinical (IRC) Faculty

Policy Number: Assigned by Policy Manager **Policy Functional Area:** i.e. **ACADEMIC**

Effective: Insert date policy or revision to take effect.

Approved by: Chancellor (Pending)

Responsible Vice Chancellor: Executive Vice Chancellor of Academic Affairs

Office of Primary Responsibility: Executive Vice Chancellor of Academic Affairs

Policy Primary Contact: Office of the Provost/EVCAA (719) 255-3700

Supersedes: 200-022 Non-Tenure-Track Faculty Multi-Year Contracts & Letters of Intent

Last Reviewed/Updated: 8/20/2015

Applies to: IRC faculty members holding half-time (.5) or greater classroom teaching, online teaching, or librarian appointments.

Reason for Policy: This policy establishes the criteria and procedures for awarding multi-year contracts to IRC faculty members holding half-time (.5) or greater classroom teaching, online teaching, or librarian appointments.

I. INTRODUCTION

This policy addresses the award of multi-year contracts (MYC) for Instructional, Research, and Clinical (IRC) faculty, in compliance with University of Colorado APS 5053 and Colorado Revised Statute § 24-19-104.

The purpose of multi-year contracts at the University of Colorado Colorado Springs (UCCS) is to attract and retain excellent Instructional, Research, and Clinical faculty and librarians in areas of program need.

This policy represents minimal requirements. Colleges/schools/the library may develop policy or procedures to further detail the requirements and processes to award multi-year contracts.

II. POLICY STATEMENT

A. Guiding Principles

1. Instructional, research, and clinical faculty members with a .5 FTE or greater teaching assignment or .5 FTE or greater librarianship appointment may be eligible for a contract of up to three years. IRC faculty members whose primary job assignment is clinical care may also be eligible for multi-year contracts per C.R.S 24-19-108 but are not covered by this policy.
2. Deans are encouraged to provide multi-year contracts to high performing faculty as permitted by state law and available financial resources.
3. Each contract will provide for an appointment of no more than three years and may provide a probationary period of not more than one academic year.
4. Each contract shall specify the percentage of the appointment that will be allocated to teaching and service/librarianship, but as specified in state law, each contract must include a teaching or librarianship appointment of at least half-time. Any changes during the term of the contract must be agreed to by both the faculty member and the approving authority. Each contract may also include research if determined applicable by the unit.
5. Per APS 5060 "Faculty Appointments", IRC faculty members with multi-year contracts shall have limited appointments. Limited appointments are for a specified period and are not explicitly at-will.
6. Each college/school/ library shall determine internal procedures for the review of multi-year contract applications, as well as renewal and terms of contract. These procedures must comply with this policy as well as the "IRC Faculty Multi-Year Contract Campus Procedures."
7. The Dean of the College/School/Library will have final authority on issuing initial or renewals of multi-year contracts.
8. Procedures of Policy 200-022 describe an application, approval, probationary status, renewal process, and terms of contract.
9. Appeals regarding multiyear contracts and their administration should follow college and campus grievance policy, or be addressed to the Provost office in the absence of a policy
10. Amendments to the procedures of policy 200-022 may be initiated by the Faculty Assembly, the Provost, an Associate Vice Chancellor, or the President of the UCCS Faculty Representative Assembly. Amendments require approval by the Provost.

B. Initial multi-year contract Eligibility and Minimum Requirements. In order to be eligible for an initial multi-year contract, the following criteria must be met:

1. Completion of four-years of employment at UCCS, promotion to senior instructor or associate rank for clinical/ research faculty, and at least 0.5 FTE teaching assignment or librarian appointment, before application for their first multi-year contract.
 - a. When an IRC faculty member is promoted, the Dean will consider whether the faculty member is eligible, and it is financially viable for the College/School/Library to award the faculty member with a multi-year contract. Multi-year contracts can be considered concurrently with promotion.
 - b. New hires with previous experience may be offered a multi-year contract per College/School/library policy.
2. At least two of the past four years of overall annual merit rating shall be rated Exceeding Expectations or Outstanding for the first MYC. There may not be overall annual performance rating of Below Expectations or Fails to Meet Expectations.

3. In all cases, a statement from the Chair, Supervisor, or Dean that the faculty member's position is viable for the next three years with base funding.
4. Meeting the appointment criteria as determined by the head of the primary unit.

C. Renewal of Multiyear Contract Eligibility and Minimum requirements

- a. In order to be eligible for a multi-year contract renewal, the faculty member must have received at least Meeting Expectations for the past three years of overall annual performance ratings, with one of those years being rated as Exceeding Expectations or Outstanding. The faculty member shall have received at least Meeting Expectations over the last three years in service and any other area(s) in the instructor's appointment or contract.
- b. For faculty who meet the eligibility criteria in this policy, their college will review their ratings after their third year, and a decision made regarding continuation of the MYC, pending continued funding and viability of their position in the college.

III. KEY WORDS

- A.
- B.
- C.

IV. RELATED POLICIES, PROCEDURES, FORMS, GUIDELINES, AND OTHER RESOURCES

- A. Administrative Policy Statements (APS) and Other Policies
- B. Procedures
- C. Forms
- D. Guidelines
- E. Other Resources (i.e. training, secondary contact information)
- F. Frequently Asked Questions (FAQs)

V. HISTORY

Initial policy approval	Month Day, Year
Revised	Month Day, Year
Revised	Month Day, Year