

USF System   USF   USFSP   USFSM

**Number:** USF10.110  
**Title:** Non-Reappointment (Faculty)  
**Responsible Office:** Administrative Services/Human Resources

**Date of Origin:** 10-5-03

**Date Last Amended:** 8-23-13 (technical)

**Date Last Reviewed:** 8-23-13

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(1) Non-tenured faculty members may be denied reappointment upon written notice from the CAO or upon the appointment end date, if the employment contract or letter of offer or other documented appointment includes a statement that employment will end as of a certain date without additional notification. Absent such a statement, the period of notification (prior to the effective date of non-reappointment) is based on the faculty member's length of continuous employment as faculty as follows:

(a) One full semester notification for Instructional and Research Faculty in their first or second years of employment, and three (3) months for others.

(b) One year's notice for all faculty members with two (2) or more years of service, with employment in the summer conditional upon the summer assignments procedures in the relevant department or unit.

(2) Faculty members appointed for less than one (1) year, or appointed as temporary, or visiting, are not entitled to a notice of non-reappointment.

(3) Faculty members appointed to "soft-money" (contract, grant, or other temporary funding source) are entitled to ninety (90) days notice if they have been employed for three (3) years or more in the USF System.

(4) Following receipt of the notice of non-reappointment, the CAO has the option to change the faculty member's assignment if necessary. The USF System is committed to compensate the faculty member, and to maintain current benefits for which he/she is otherwise eligible until the effective date of non-reappointment or separation from employment

for other reasons, whichever is sooner. However, if administrative duties or temporary additional duties are removed for which a temporary special pay increase was granted, that increase will be removed.

*Authority: Art. IX, Sec. 7, Fla. Constitution, Fla. Board of Governors Regulation 1.001.*

*History: New (BOT approval) 10-5-03. Formerly 6C4-10.110, F.A.C., Amended 11-17-09, 8-23-13 (technical).*

*Certification: The University of South Florida System certifies that it has followed the Florida Board of Governors Regulation Development Procedure and has a record of written notices, comments, summaries and responses as required.*