

**Policy on Contract Renewals after Promotions
for Faculty in Non-Tenure-Track Positions**

FACULTY IN NON-TENURE-TRACK POSITIONS:

In a memo dated November 14, 1993, Provost John Morton implemented the following policies with respect to contract renewals for faculty in non-tenure-track appointments:

With the approval of the department chair, any faculty member in a non-tenure track appointment who has successfully been promoted at least once does not have to complete an annual contract renewal application. These individuals need only submit the required signature pages of the contract renewal application.

If the faculty member has not been promoted within the past five years nor has submitted a full contract renewal application within the past five years, the department chair shall require a full contract renewal application if he or she believes that the performance of the faculty member may be below the expectations for faculty as established by the community college faculty classification plan.