

1 **ARTICLE 12**

2 ***NON-REAPPOINTMENT***

3 **12.1 No Property Right.** No appointment or assignment shall create any right, interest,  
4 or expectancy in any other appointment or assignment beyond its specific terms, except  
5 as provided in Articles 8 (regarding appointment) and 15 (regarding tenure).

6 **12.2 Notice.** The provision of notice under this section does not provide rights to a  
7 summer appointment beyond those provided in Article 8, Appointments. Employees  
8 who are appointed for less than one academic year, or who are appointed to a visiting  
9 appointment, are not entitled to notice that they will not be offered further  
10 appointment.

11 (a) A&P Appointments: Employees in Administrative and Professional (A&P) E&G  
12 positions whose employment the University intends to terminate are entitled to written  
13 notice depending on their length of continuous University service, as follows, with:

- 14 (1) fewer than six months, two weeks;  
15 (2) six months but fewer than two years, four weeks;  
16 (3) two years but fewer than five years, twelve weeks;  
17 (4) five years but fewer than ten years, sixteen weeks.  
18 (5) ten or more years, twenty weeks.

19 (b) C&G/Auxiliary appointments: The University is not obligated to continue  
20 employment for employees on C&G or Auxiliary appointments if funds are not available.  
21 If practicable, employees who are on these appointments with three or more years of  
22 continuous University service shall be provided with at least sixty days' notice.

23 (c) E&G Appointments: Employees not described above are entitled to the following  
24 written notice if they will not be offered further appointment:

25 (1) For 9-month employees in their first three years of continuous University  
26 service, the remainder of a fall or spring semester, or twelve weeks, whichever is  
27 greater; for 12-month employees in their first three years of continuous University  
28 service, the remainder of a fall, spring, or summer term or twelve weeks, whichever is  
29 greater;

30 (2) For employees who have three or more years of continuous University  
31 service, notice will be given by:

32 a. September 30 if employment will not be renewed for the next academic  
33 year (e.g., notice given by September 30, 2027 means no appointment in the 2028-2029  
34 academic year).

35 b. February 15 if employment will end after the following Fall semester (e.g.,  
36 notice given by February 15, 2027 means no appointment for Spring 2028).

37 (d) An employee who is entitled to written notice of non-reappointment may make a  
38 written request for the basis for the decision not to reappoint within twenty days  
39 following receipt of such notice. Thereafter, the university's representative shall provide  
40 such statement within twenty days following receipt of such request. All such notices  
41 and statements are to be sent by email, certified mail, return receipt requested, or  
42 delivered in person to the employee with written documentation of receipt obtained.

43 **12.3 Grievability.** A non-visiting E&G employee who receives written notice of non-  
44 reappointment may, according to Article 20, Grievance Procedures, contest the decision  
45 because of an alleged violation of a specific term of the Agreement or because of an  
46 alleged violation of the employee's constitutional rights. Such grievances must be filed  
47 within thirty calendar days of receipt of the statement of the basis for the decision not  
48 to reappoint, or receipt of the notice of non-reappointment if no statement is  
49 requested.

50 **12.4 Resignation.** An employee who wishes to resign has the professional obligation,  
51 when possible, to provide the University with sufficient notice to avoid scheduling and  
52 classroom disruptions or, where the employee does not have an instructional  
53 assignment, four weeks' notice. Upon resignation, all consideration for tenure and  
54 reappointment shall cease.

55 **12.5 Payout option.** At the time of or following issuance of a notice of nonrenewal to  
56 any employee, the University may elect in its discretion to pay the employee for all or a  
57 portion of the notice period, as may be allowed under Florida law. If the University  
58 elects this option, it shall pay the employee an amount, less withholding, equal to the  
59 salary for that portion of the notice period which the University is paying out, and the  
60 employee's employment shall terminate immediately.