

PURDUE

UNIVERSITY

COLLEGE OF ENGINEERING

In case of inconsistencies between Senate Document 04-04 and the College of Engineering guidelines (or College/School/Department by laws, or other rules of governance) Senate Document 04-04 prevails

Research Faculty Positions Termination Process

- I. For Research Faculty Contracts, the period of appointment will include both the appointment and the termination dates. The termination date should be marked "Ends" and signifies Termination without Further Notice. The Form 19 will serve as both the appointment and the termination notice unless reappointment or promotion actions are specifically taken by the Head of the appointing unit.
- II. Research Faculty positions are non-tenure track positions. Termination of appointment can occur because of expiration of the term, inadequate performance and/or because of lack of funding and/or changes in the strategic direction of the unit or School.
- III. The termination process is to be initiated by the Head of the unit or School in which the Research Faculty position resides.
- IV. One year prior to the expiration of external funding supporting a research faculty, the Head in consultation with faculty mentor and collaborators of the research faculty should proactively decide on a strategy for seeking continued external funding and/or the length of bridge funding to be provided to the Research Faculty (up to six months is allowed by the campus policy subject to availability of funds within the School or unit without causing a deficit state in the School or unit budget). Information concerning the need for continued external funding and of activation of bridge funding should be provided to the research faculty member with a copy to the Associate Dean for Research.
- V. If external funding for the research position is not established by sixty days prior to the expiration of the bridge funding, prevalent university policies concerning termination or extension of bridge funding should be followed. Any decisions concerning termination or extension of bridge funding should be communicated to the Research Faculty member and the Associate Dean for Research.
- VI. If the termination is to be initiated on the basis of the actions of the School primary committee, appropriately extended to include Research Faculty representation, or the Engineering Area Promotions Committee, appropriately extended to include the Associate Dean for Research and Research Faculty representatives, or on rare occasions because of lack of approval by Vice President of Research acting on behalf of the Provost, and the external research funding for the position remains available, a one-year notice of non-renewal of Research Faculty status will be provided. A copy of such a notice of termination of research faculty status will be provided to the Associate Dean for Research.

- VII. Individuals whose research faculty status has been terminated may continue to hold research staff appointments within the University in support of specific research groups, cores, Schools, and other units.