

Policy 6-307: Resignations

I. Purpose and Scope

(Reserved)

II. Definitions

(Reserved)

III. Policy: Resignations

A resignation is the expression of a faculty member's decision to discontinue employment with the university. A resignation is distinguished from a dismissal, which is the expression of the university's decision to terminate a faculty member's employment. While any faculty member may be dismissed for adequate cause, a competent faculty member may not be forced to resign because of unproven rumors, unsupported insinuations of improper conduct, or other unfounded efforts to discredit his or her teaching ability or research. The university provides procedural safeguards to insure that proceedings to dismiss a faculty member are conducted fairly and that the dismissal is not a violation of academic freedom (see [Policy 6-002 Section 10](#) -- Consolidated Hearing Committee and [Section 11](#) -- Academic Freedom and Faculty Rights Committee).

Procedures.

- A. Faculty members shall give reasonable advance notice of their pending resignation. Such notice should be given to the cognizant department chairperson or college dean at least four months in advance of the date upon which the resignation is intended to become effective.
- B. The president of the university shall inform the Academic Senate of faculty resignations, except for those faculty members expressly hired for a limited period of time.

- C. Any faculty member shall have the right to request the review of any resignation. Each request for a review shall be referred to the Academic Freedom and Faculty Rights Committee. The committee procedures are described in [Policy 6-002, Section 11](#). No request or review shall delay the effective date of any resignation.
- D. The president of the university and the faculty member who requested the review shall be provided with a copy of the committee's report. The president shall respond to the report in writing to the Academic Freedom and Faculty Rights Committee and to the faculty member. The decision of the president is final.

IV. Rules, Procedures, Guidelines, Forms and other Related Resources

- A. Rules
- B. Procedures
- C. Guidelines
- D. Forms
- E. Other related resource materials

V. References

(Reserved)

VI. Contacts

Policy Owners:

Questions about this Policy and any related Rules, Procedures and Guidelines should be directed to the Associate Vice President for Faculty and the Associate Vice President for Health Sciences.

[Policy Officers:](#)

Only the Sr. Vice President for Academic Affairs and the Sr. Vice President for Health Sciences or their designees have the authority to grant exceptions to this policy.

VII. History

Renumbering: Renumbered as Policy 6-307 effective 9/15/2008, formerly known as PPM 9-5.5 , and previously as Faculty Regulations Chapter V - Sections 6, 7, 8.

Revision History:

Current version: Revision 5

Effective date: April 9, 2007

Approved: Academic Senate April 2, 2007

Approved: Board of Trustees April 9, 2007

[Legislative History](#) of Revision 5

Earlier versions:

[Revision 4](#)

Effective date: May 12, 1980 to April 8, 2007

Approved: University Senate 5/5/80

Approved: Institutional Council 5/12/80