

Policy 6-312: Academic Librarians and Continuing Appointments

Revision 1. Effective date: February 10, 2003.

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I. Purpose and Scope

A. Purpose.

[Reserved]

B. Scope.

[Reserved]

II. Definitions

[Reserved]

III. Policy

A. Section 1. General Provisions

1. When an eligible librarian is awarded a continuing appointment, that appointment is considered permanent, and it is not subject to termination or substantial reduction in status without adequate cause, provided that in all cases the services of the individual continue to be needed and that funds are available to pay for those services. To be eligible for a continuing appointment, an academic librarian must hold the rank of librarian, associate librarian, or assistant librarian. Normally academic librarians appointed in the rank of librarian or associate librarian are expected to serve in a probationary status for five years before they receive continuing appointments, while librarians appointed in the rank of assistant librarian are expected to serve in a probationary status for seven years. No person may serve as an academic librarian for longer than seven years, plus one terminal year, unless that person has been awarded a continuing appointment. If written notice of termination is not given to an academic librarian in probationary status before that person completes the specified probationary period, that person will automatically achieve a continuing appointment.
- B. Section 2. Advance Notice of Termination or Reduction in
 1. The same provisions for advance notice of termination or reduction in status which apply to nontenured faculty members (see Policy 6-311, Section 3) shall apply to academic librarians without continuing appointments.

Sections IV- VII are for user information and are not subject to the approval of the Academic Senate or the Board of Trustees. The Institutional Policy Committee, the Policy Owner, or the Policy Officer may update these sections at any time.

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

- A. Policies/ Rules. [*reserved*]
- B. Procedures, Guidelines, and Forms. [*reserved*]
- C. Other Related Resources. [*reserved*]

V. References

[reserved]

VI. Contacts

The designated contact officials for this Regulation are

- A. Policy Owner(s) (primary contact person for questions and advice): [Associate Vice President for Faculty \(Academic Affairs\)](#) and [Associate Vice President for Faculty \(Health Sciences\)](#).
- B. Policy Officer(s): Executive Vice President for Academic Affairs and the Executive Vice President for Health Sciences.

See Rule 1-001 for information about the roles and authority of policy owners and policy officers.

VII. History

Revision History.

- A. Current version. Revision 1.
 - 1. Approved by -- Academic Senate February 3, 2003, and Board of Trustees February 10, 2003, with effective date of February 10, 2003.
 - 2. Legislative History
 - 3. Editorial Revisions.
- B. Previous versions.
 - 1. Revision 0. Effective date. April 11, 1979
 - a. [Legislative History](#) for Revision 0.
- C. Renumbering
 - Renumbered from PPM 8-6.1 to Policy 6-312 effective September 15, 2008.