

Proposition: 02-10/11

Title: Proposal to Replace Policy 5.15.50 Appointments – Postdoctoral

Sponsors: St. Hilaire, ACES; Ketelaar, A&S; Boje, COB;
Munson-McGee, Engineering; Shuster, A&S; Rayson, A&S

**Proposed
Committee**

Assignment: Scholastic Affairs

Assigned

Committee: Scholastic Affairs

Proposal: Amendment to Policy 5.15.50 revising the recruitment and employment provisions relating to Post Doc positions.

Rationale: At the request of the VPR in the Fall of 2009, HRS did comparison research with other universities on the issue of the hiring and status of post doc positions. The proposed revised policy reflects best practices. The proposed revised policy removes the requirement to advertise a position; provides flexibility to work with the post doctoral appointee by extending the maximum term from three, to five years and allowing exceptions to be made; revises the appointment and renewal processes to require an affirmative notice of renewal; clarifies termination during the term; clarifies which grievance procedure would apply; and lastly, corrects and clarifies the benefit eligibility, in accordance with current practice.

5.15.50 Appointments – Postdoctoral

A postdoctoral appointment is a classification for those individuals who are exemplary scholars, who have recently been awarded a doctoral degree, and who wish to continue their education and research experience under the direction of a university faculty member.

The recruitment process for a post doctoral appointment shall include consideration of any individual who expresses an interest in such an appointment. Advertising on a local, national or international basis is optional.

Appointments contemplate full time (1 FTE) employment for at least one year, renewable annually, and not to exceed a total of five (5) years, absent an exceptional circumstance. Exceptions to reduce FTE % or to deviate from the minimum term of one year or the maximum term of five (5) years, will require the written approval from the appropriate dean or equivalent administrator and the Vice President of Research. . The annual term of employment shall be specific in the appointment letter or in other HR documentation. The postdoctoral appointee shall receive the benefits and privileges associated with regular employment, including leave accrual.

Sixty (60) days advance notice of annual renewal shall be given. A failure to give timely notice shall not prevent a renewal, but lack of notice of annual renewal constitutes confirmation of the end date specified on the annual appointment letter or other HR documentation.

An annual post doctoral appointment may be terminated prior to the end of the termination date specified in the appointment letter or other HR documentation for two reasons:

1. For just cause, in accordance with the University's procedures governing involuntary termination of regular faculty; or
2. Loss or reduction in funding affecting the position.

If it becomes necessary for an individual holding a post doc position to file a grievance, the faculty grievance procedure at 4.05.50 will apply. If the post doctoral appointee's complaint involves unlawful discrimination, then Policy 4.05.340 or other applicable University anti-discrimination policies and procedures will govern.