

Attachment 4
Proposed Revision to University Handbook
Section C60, C160.1, and C170.3
Notice of Non-Reappointment
Proposal received from the Human Resources on May 28, 2024

Rationale: Kansas Board of Regents conducted a review of notice of non-reappointment policies at the Kansas regent institutions. Kansas State University was found to be a significant outlier with our one-year notice of non-reappointment (NNR). KBOR initiated a policy that we must be compliant with by July 1, 2024. The recommended handbook changes are outlined in various portions of Section C that are needed to bring us into compliance with the KBOR requirement that Notice of Non-Reappointment (NNR) be no more than 90 days. A working group drafted the proposed handbook alignment that would allow us to move forward with the policy implementation.

Proposal:

Reappointment: Regular Non-Tenure Track Appointments

C60 Definition. Faculty members on regular non-tenure track appointments (see [C10](#)) are evaluated annually to determine whether or not they will be reappointed ~~for another year~~. These faculty members must be explicitly informed in writing of a decision not to renew their appointments in accordance with The Standards of Notice of Non-Reappointment. (See ~~C162.3~~[C160.1](#).)

C160.1 General standards for non-reappointment. The Kansas Board of Regents has adopted The Standards of Notice of Non-Reappointment set forth by the American Association of University Professors in the autumn of 1964 [for tenure track faculty](#). (See [Appendix A](#). Also see AAUP Statement on Academic Freedom and Tenure, [Appendix C](#).)

[Persons holding regular unclassified professional or non-tenure track appointments are subject to the regents policy as defined in the PPM ????? \(link here\)](#)

C170.3 Persons holding regular or term unclassified professional appointments may be terminated without cause, provided that notice is given according to the schedule below. This notice is called notice of non-reappointment.

~~During the first year of service, the individual must be notified by March 1 if he/she will not be reappointed for the next fiscal year. During the second year, notification of the non-reappointment for the next fiscal year must be made by December 15. Thereafter, the individual must be provided 12 months' notice if he/she will not be reappointed. (The first year of service ends with the fiscal year in which the individual was first appointed, unless the date of the appointment was after September 30. For those whose initial appointment~~

~~was effective after September 30, the "first year" ends with the fiscal year after the year of appointment. However, in no case shall more than 12 months' notice be required.)~~

Regular unclassified professionals are on continuous appointment. Individuals must be provided notice of non-reappointment according to university policy (C160.1)

All appointments to term positions will be temporary appointments ending at or before the end of the term. Should need or money for the position be extended, a new term may be established with the approval of the dean or that appropriate vice president. In such instances, the incumbent may be appointed for the new term or a portion thereof without the position being declared open for initiation of a search process.