

ARTICLE _

Appointments Extension

_.1 Continuing 3-Year Appointment (C3YA)

A. Annual Evaluation. Each employee with the C3YA will be evaluated annually following the Article _ (Employee Performance Evaluations).

B. Appointment Extension. If an employee with the C3YA receives an overall satisfactory annual evaluation as defined by the Article _, he or she will receive a one-year appointment extension, thereby maintaining a full **three**-year appointment cycle.

C. Performance Improvement Year(s). If an employee with the C3YA receives an “overall unsatisfactory” annual evaluation as defined by the Article _, he or she will be placed on Performance Improvement Year with the duration of one year. No appointment extension will be added to his or her appointment for the duration of the performance improvement year(s).

(1) The employee with the C3YA who received an “overall unsatisfactory” annual evaluation will be required, in consultation with his or her supervisor, to draft and sign a one-year performance improvement plan to address the deficiencies responsible for the overall unsatisfactory rating and to identify specific performance targets for the following academic year. The performance improvement plan must be developed and signed prior to the start of the following semester, excluding summer.

(2) In the first succeeding annual evaluation (performance improvement year evaluation), the employee’s supervisor shall review his or her progress in successfully fulfilling the performance improvement plan. If the employee has met the performance targets specified in the performance improvement plan, the supervisor shall recommend to the appropriate administrator that a two-year appointment extension granted, thereby restoring the employee to a full three-year continuing contract cycle. No additional penalties shall attach to the employee’s appointment as a result of the performance improvement year term.

D. Contract Expiration. If the employee receives an unsatisfactory evaluation in the performance improvement year evaluation, the employee shall have **one** year remaining in his or her appointment before the contract expires. The employee shall be notified of non-reappointment in accordance with Article _.

_.2 Continuing 4-Year Appointment (C4YA)

33 A. Annual Evaluation. Each employee with the C4YA will be evaluated annually
34 following the Article _ (Employee Performance Evaluations).

35 B. Appointment Extension. If an employee with the C4YA receives an overall
36 satisfactory annual evaluation as defined by the Article _, he or she will receive a one-
37 year appointment extension, thereby maintaining a full **four**-year appointment cycle.

38 C. Performance Improvement Year(s). If an employee with the C4YA receives an
39 “overall unsatisfactory” annual evaluation as defined by the Article _, he or she will be
40 placed on Performance Improvement Years with the duration of up to two years. No
41 appointment extension will be added to his or her appointment for the duration of the
42 performance improvement year(s).

43 (1) The employee with the C4YA who received an “overall unsatisfactory” annual
44 evaluation will be required, in consultation with his or her supervisor, to draft and sign a
45 up to two-year performance improvement plan to address the deficiencies responsible for
46 the overall unsatisfactory rating and to identify specific performance targets for the
47 following two academic years. The performance improvement plan must be developed
48 and signed prior to the start of the following semester, excluding summer.

49 (2) In the performance improvement year evaluation, the employee’s supervisor shall
50 review his or her progress in successfully fulfilling the performance improvement plan. If
51 the employee has met the performance targets specified in the performance improvement
52 plan, the supervisor shall recommend to the appropriate administrator that a three-year
53 appointment extension granted, thereby restoring the employee to a full four-year
54 continuing contract cycle. No additional penalties shall attach to the employee’s
55 appointment as a result of the performance improvement year term.

56 D. Contract Expiration. If the employee receives an unsatisfactory evaluation in the
57 performance improvement year evaluations, the employee shall have **one** year remaining
58 in his or her appointment before the contract expires. The employee shall be notified of
59 non-reappointment in accordance with Article _.

60 .2 Continuing 5-Year Appointment (C5YA)

61 A. Annual Evaluation. Each employee with the C5YA will be evaluated annually
62 following the Article _ (Employee Performance Evaluations).

63 B. Appointment Extension. If an employee with the C5YA receives an overall
64 satisfactory annual evaluation as defined by the Article _, he or she will receive a one-
65 year appointment extension, thereby maintaining a full **five**-year appointment cycle.

66 C. Performance Improvement Year(s). If an employee with the C5YA receives an
67 “overall unsatisfactory” annual evaluation as defined by the Article __, he or she will be
68 placed on Performance Improvement Years with the duration of up to two years. No
69 appointment extension will be added to his or her appointment for the duration of the
70 performance improvement year(s).

71 (1) The employee with the C5YA who received an “overall unsatisfactory” annual
72 evaluation will be required, in consultation with his or her supervisor, to draft and sign a
73 up to two-year performance improvement plan to address the deficiencies responsible for
74 the overall unsatisfactory rating and to identify specific performance targets for the
75 following two academic years. The performance improvement plan must be developed
76 and signed prior to the start of the following semester, excluding summer.

77 (2) In the performance improvement year evaluation, the employee’s supervisor shall
78 review his or her progress in successfully fulfilling the performance improvement plan. If
79 the employee has met the performance targets specified in the performance improvement
80 plan, the supervisor shall recommend to the appropriate administrator that a three-year
81 appointment extension granted, thereby restoring the employee to a full five-year
82 continuing contract cycle. No additional penalties shall attach to the employee’s
83 appointment as a result of the performance improvement year term.

84 D. Contract Expiration. If the employee receives an unsatisfactory evaluation in the
85 performance improvement year evaluations, the employee shall have **two** years
86 remaining in his or her appointment before the contract expires. The employee shall be
87 notified of non-reappointment in accordance with Article __.