**Part-Time Faculty - Progression Under Policy and Procedures on Employment Conditions of Part-Time Faculty, 2021**

- **Process and Criteria**
  - The review shall be the same as that of interim review for Assistant Professor and probationary review for Assistant Professor, Teaching Stream, pursuant to the relevant provisions of the Policy. The review shall consider the part-time faculty member's performance, teaching, and research/scholarship during the course of their employment.
  - Significant performance variations may lead to discussion. The review committee shall consider two questions:
    - Is the part-time faculty member's performance sufficiently satisfactory for a continuing appointment by April 1?
    - If a continuing appointment is recommended, what, if any, improvement should be given to the part-time faculty member to assist them to improve areas of weakness and maintain areas of strength? (PP 15, 39)

**Duration**

- Term limited appointments will terminate automatically in accordance with their terms, unless it is provided otherwise in writing. Acceptance of a term limited appointment includes written consent of notice that the employment will terminate on the end date as set out in the appointment, except as otherwise provided below. (PP 21/546)

- **Expiration of Full-Time Term Appointments**
  - A full-time appointment is one that does not exceed 20 per cent of full-time employment and is not less than two years duration but may also be up to two year’s time employment and is not less than 12 months notice of reappointment.

- **Appointment at least two years**
  - An appointment of at least two years shall automatically be extended by one year at the conclusion of the second year unless the President has elected to replace a part-time faculty member as the part-time faculty member's appointment is one that exceeds 12 months notice of reappointment. (PP 10, 25)

- **Part-Time Faculty**
  - Appointment will end in accordance with its terms and this Policy and its provisions of the Code and will not be renewed or extended. (PP 21/546)

- **Term limited appointments**
  - Term limited appointments will terminate automatically in accordance with their terms, except as otherwise provided below. (PP 21/546)

- **Notice of non-renewal**
  - It is agreed that a notice of non-renewal or compensation in lieu thereof than the minimum working notice required under the Employment Standards Act, 2000 (24 months) will be provided to the part-time faculty member.

- **Review of Part-Time Faculty**
  - When a part-time faculty member is being considered for continuing appointment (PP 37/94), the review shall be conducted at least six months in advance of the end date of the appointment. (PP 39/94)

- **Part-time Faculty members who are scheduled to be considered for continuing appointment, pursuant to this Policy, about whom may be written reports based on any new or renewed contract, shall be reviewed during the sixth month of the contract, or parental or adoption leave, or sickness, sickness, or serious circumstances must have occurred during their appointment and in that month or final quarter of the appointment. (PP 39/94)

- **Review of Part-Time Faculty**
  - The review will be conducted within six months of the end of the contract, or parental or adoption leave, or sickness, sickness, or serious circumstances must have occurred during their appointment and in that month or final quarter of the appointment. (PP 39/94)

**Outcome of review**

- **Review successful**
  - The review is successful, the part-time faculty member's contract will end and no notice or compensation will be provided. Effects Apr 1, LOO 4 & 9 days service.

- **Review unsuccessful**
  - The outcome of the review is unsuccessful, the part-time faculty member’s contract will end on the same day they were reviewed on. (PP 39/94)

- **Recommending committee**
  - The continuing appointment committee or not.

**Successor under part-time policy**

- The successor decided to proceed with continuing appointment without notice, the part-time faculty member will be provided with their (2) months’ notice of termination plus, at the end of the period of working notice, in any event not later than two (2) months’ notice of termination. (PP 39/94)

- The successor decided to proceed with continuing appointment without notice, the part-time faculty member will be provided with their (2) months’ notice of termination plus, at the end of the period of working notice, in any event not later than two (2) months’ notice of termination. (PP 39/94)

**Conclusion**

- The number of contracts entered into before reaching the review point will vary depending on the length of each contract

Could be as many as 6 x 1 year contracts or 3 x 2 year contracts