

May 18, 1993

**PERMANENT REASSIGNMENT OF A TENURED OR  
PROBATIONARY FACULTY MEMBER**

(This policy supercedes Policy Statement 86-10)

A. Consistent with University policy on recruitment and selection of faculty, any on-campus faculty member who has not received a notice of layoff may apply for an announced vacant tenured or probationary position in another college or department in accord with the following procedures:

1. The on-campus faculty member shall notify the department of current assignment of the intent to submit an application for a vacant tenured or probationary position in another department.
2. The recruiting department shall receive and process the application of an on-campus faculty member in the same manner as an off-campus applicant.
3. The recommendation for the appointment of an on-campus faculty member to a tenured or probationary position in another department shall follow the same process as for the appointment of an off-campus applicant.
4. If the President approves the appointment of an on-campus faculty member to a tenured or probationary position in another department and the faculty member accepts the conditions of appointment, the faculty member shall notify the current department of the effective date of transfer.
5. The department of previous assignment may submit to the Vice President for Academic Affairs a request for a replacement tenured or probationary faculty position based upon the impact of the transfer. The Vice President for Academic Affairs may authorize the tenured or probationary position and early recruitment.
6. An on-campus faculty member who is transferred to another department in this manner shall lose all rights and privileges in the department of previous assignment. The faculty member shall maintain all seniority points and tenure rights or probationary service credit previously earned, however. The provision concerning seniority points may be waived if the faculty member requests in writing to the President a permanent forfeiture of all or part of the accrued seniority points.

B. A tenured faculty member who has received a notice of layoff may apply for permanent reassignment to another position on the campus for which he/she is qualified, in accordance with the provisions of the current collective bargaining agreement, whether or not a vacant position has been announced by the department to which application for reassignment has been made. In this case, the following procedures shall be followed:

1. Upon receipt of the faculty member's request, the recipient department shall confer with the college dean to determine whether it has or will have a vacant faculty position to which the applicant could be reassigned without causing the layoff of another faculty member in that department during the academic year in which reassignment occurs.
2. The recipient department shall elect a committee of tenured faculty members to review the applicant's qualifications and make a recommendation to the department concerning whether the applicant is qualified for a position in the department. The tenured faculty of the department shall vote whether or not to recommend the requested reassignment, with or without the forfeiture of some or all seniority points.

3. The department's recommendation for or against reassignment shall be forwarded to the President (or designee) via the college dean, who may also make a recommendation if desired.

4. The President (or designee), after considering the recommendations received, shall approve or disapprove the requested reassignment. If approved, the applicant shall receive a letter of permanent reassignment as a tenured member of the recipient department, with forfeiture of all rights and privileges in the original department.

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Effective: Immediately