TERMINATION OF APPOINTMENT FOR THE CLINICAL PROFESSOR SERIES

I. REFERENCES AND RELATED POLICIES

A. Academic Personnel Manual (APM)
   220 Appointment and Promotion: Professor Series

B. UCSD Policy and Procedure Manual (PPM)
   230-7 Layoff Policy for Non-Senate Academic Appointees
   230-20 Procedures for Appointment of Academic Personnel
   230-28 Procedures and Schedules for Academic Appraisals, Advancements, and Reappointments

C. Standing Orders of The Regents
   103.9 Special Provisions Concerning Officers, Faculty Members, and Employees of the University: Tenure

II. POLICY

A. Assistant Clinical Professors

Assistant Clinical Professors shall be appointed to two-year terms with the same basis for non-reappointment as ladder faculty, including failure to be promoted by the end of the eighth year of service.

The eight-year rule may be waived if justified by the Department at the time of the appraisal. Such faculty may then receive three-year appointments.

Appointments for a shorter term may be made when funding is not assured for a two year period.

B. Associate Clinical Professors and Clinical Professors

Associate Clinical Professors and Clinical Professors shall be appointed to terms commensurate with the availability of funding. Those with Medical School Compensation Plan or Veterans' Administration as the principal funding source may have an indefinite appointment "subject to the availability of funds."

III. PROCEDURES

A. Academic Reasons

The decision to terminate must be preceded by a full academic review. When appointees in the Clinical Professor Series are terminated for academic reasons, the review will be
conducted by the School of Medicine Committee on Academic Personnel, and the Dean of the School of Medicine shall have final authority for the decision. The period of notice shall be as stated in the Academic Personnel Manual, Section 220-20, c, 1-3. This section provides that those faculty who will have more than two years of service by the end of the current appointment, shall be given twelve (12) months notice. Those who will have at least one year of service and not more than two years of service at the end of the current appointment shall be given six (6) months notice, and those faculty who will have less than one year of service at the end of the current appointment shall be given four (4) months notice.

B. Lack of Funds

Appointees in the Clinical Series may be terminated for lack of funds, specifically the funds that provide salary support to the appointee. Before initiating a termination proposal, the Chair shall inform the faculty and make reasonable efforts to find other suitable employment for the appointee within the University.

The Chair must submit to the Dean of the School of Medicine documentation of the fiscal circumstances that have resulted in the recommendation to terminate the appointment.

The termination proposal will be submitted to the School of Medicine Committee on Academic Personnel for its review and recommendation. The Dean of the School of Medicine has the final authority to approve terminations of appointees in the Clinical Series for lack of funds.

If the proposed termination is approved, the Dean of the School of Medicine shall then give the appointee written notice of termination which may have an effective date no fewer than ninety (90) days after this written notification.

The termination proposal shall include the following:

1. Name of the appointee, rank, step and months of service.
2. Statement of the specific conditions necessitating the termination; i.e., an explanation of why there is a lack of funds.
3. Names of other employees in the Department within the same title who are supported from the same funding source.
4. Justification of the order of layoff.

C. Programmatic Reasons

When proposing to terminate an appointee in the Clinical Series for programmatic reasons, the Chair must submit to the Dean of the School of Medicine justification for the programmatic change. There must be documentation of consultation with the departmental faculty, including a vote on the decision to terminate by faculty whose eligibility to vote has been established in accord with Academic Senate Bylaw 188. The file will be submitted to the School of Medicine Committee on Academic Personnel for its review and recommendation. The SOM CAP shall determine whether review by other committees of the School of Medicine or the Academic Senate is required. If the
proposed termination is approved, the Dean shall then give the appointee written notice of the termination which may have an effective date no fewer than ninety (90) days after this written notification.

The Dean of the School of Medicine has the final authority to approve termination of appointees in the Clinical Series for programmatic reasons.

D. **Preferential Status For Reappointment**

See PPM 230-7, IV, F.

E. **Appeal**

Standing Order of the Regents 103.9 applies to appointees in this series.