



CC Contract Renewal Form for Probationary Faculty

3. Anticipated probationary service completion date, \_\_\_\_/\_\_\_\_/\_\_\_\_.

Anticipated Locus of Tenure (See Agreement, Article XII, Sec. K.1)

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Faculty Member

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Division Chairperson/Unit Head

Print Name: \_\_\_\_\_

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### PART II. Evaluation for Contract Renewal/Non-Renewal

Article XII, Section E. states "Recommendations for renewal shall require that the Faculty Member's performance has been assessed for strengths and weaknesses and has been rated as satisfactory, that there is a continuing need for the Faculty Member's services at the University, and that the Faculty Member has made the professional improvement or has demonstrated the professional and personal qualities needed by the department, or similar considerations. A positive assessment does not necessarily assure renewal of appointment."

- A. The applicant submits summary of accomplishments or performance of assigned duties and responsibilities (see CC Guidelines for Contract Renewal). (Attach additional pages 2.2 to 2.\_\_\_\_.)

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B. Divisional Personnel Committee (DPC) Review and Recommendation

1. The DPC met on \_\_\_\_/\_\_\_\_/\_\_\_\_ to consider contact renewal.
2. The DPC is aware of the recommendation requirements for contract renewal as stated in Article XII, Section E.
3. The DPC's assessment of the faculty member's strengths and weaknesses is attached (pages 3.2 to 3.\_\_\_\_).
4. The recommendation of the DPC is that \_\_\_\_\_'s  
Name of Faculty Member  
contract should be/should not be (*strike as appropriate*) renewed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson, DPC

Print Name: \_\_\_\_\_

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C. Division Chairperson/Unit Head

1. I have considered the requirements for a recommendation for renewal as stated in Article XII, Section E.
2. I have reviewed the materials submitted by this applicant and the Divisional Personnel Committee's (DPC) assessment of strengths and weaknesses and recommendation.
3. My assessment of the faculty member's strengths and weaknesses is attached (pages 4.2 to 4.\_\_\_\_).
4. My recommendation is that \_\_\_\_\_'s  
Name of Faculty Member  
appointment should be/should not be (*strike as appropriate*) renewed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Division Chairperson/Unit Head

Print Name: \_\_\_\_\_

D. Faculty Member's Acknowledgment

I acknowledge having been shown the assessments of strengths and weaknesses and the recommendations by the Divisional Personnel Committee (DPC) and the Division Chairperson/Unit Head on \_\_\_\_/\_\_\_\_/\_\_\_\_.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Faculty Member

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E. Dean/Director's Review and Recommendation

I have considered the requirements for a recommendation for renewal of contract as stated in Article XII, Section E. My recommendation is that \_\_\_\_\_'s appointment  
Name of Faculty Member  
should be/should not be (*strike as appropriate*) renewed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Dean/Director

Print Name: \_\_\_\_\_

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Part III. Chancellor's Decision

I have considered the requirements for a renewal of contract as stated in Article XII, Section E. My decision is that \_\_\_\_\_'s appointment  
Name of Faculty Member  
should be/should not be (*strike as appropriate*) renewed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Chancellor

Print Name: \_\_\_\_\_