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FAM, AAUP-AFT Counter to Miami University

May 22, 2024

APPOINTMENTS

1. All bargaining unit faculty members shall receive written notice of initial appointment as promptly as possible, but, absent emergency circumstances, no later than thirty (30) days before the start date of the appointment. The University shall make a good faith effort to provide reappointment letters before the start date of the reappointments as early as possible, but no later than ~~thirty (30) days after~~ the start date of the reappointment.

2. The Notice of Appointment shall include the following:

- a. Start date of appointment;
- b. Title and rank;
- c. Duration of appointment and, if applicable, whether it is contingent on external funding;
- d. Tenure status (tenured, tenure-track, or TCPL), including an expected timeline for promotion, as approved by the Provost ;
- e. Campus (Primary Worksite), School or Division, Department(s), and Program(s), as applicable;
- ~~e. Where applicable and available, the memorandum of understanding for joint appointees;~~
- f. Base compensation (information related to pay dates is available on the Academic Personnel website);
- g. A statement that this position is one represented by FAM, AAUP-AFT that the University shall comply with the Collective Bargaining Agreement and all applicable University policies. The University must provide new hires with copies of the Collective Bargaining Agreement and applicable policies, or provide an internet address or weblink where the new hires can access them and covered by this Agreement;
- h. Any required Office of Equity and Equal Opportunity trainings.

3. ~~Information specific to the~~ Campus (Primary Worksite), School, Division or Department ~~- specific information~~ shall be provided to bargaining unit faculty members by the Chair and/or Dean, as approved by the Office of the Provost. This information will be provided no less than seven (7) days after the Notice of Appointment, along with the memorandum of understanding for joint appointees.

4. Appointments are subject to and contingent upon internal University approvals and any additional requirements for employment by the University.