

FACULTY AND CLASSIFIED STAFF SEVERANCE PACKAGE SCHEDULE

These Faculty and Classified Staff Severance Package Schedules are only applicable for employees who are subjected to a Reduction in Force or contract non-renewal following the program review process occurring in 2023.

Tenured, Tenure-Track, Teaching-Track, and Service-Track

- Faculty severance packages are only available to tenured, tenure-track, and teaching/service-track faculty (regardless of contract end date).
- If an individual leaves before their contract end date, they waive the right to their severance payments.
- The options below assume a notice date of October 16, 2023, with a contract end date of May 9, 2024. This means the individual would have thirty 30 weeks of notice.
- All benefits eligible faculty who are involuntarily terminated (including subjected to a Reduction in Force or contract non-renewal) may elect to continue their PEIA insurance for three additional months after their termination date. The faculty member would continue to pay their same employee premium during this three-month period.
- All **tenured, tenure-track, teaching-track, and service-track faculty who are subject to a reduction in force or non-renewed following an academic program review that resulted in a Program Reduction or Discontinuation** will receive a severance equivalent to twelve weeks of their base salary payable in bi-weekly installment payments starting after May 9, 2024.

Research-Track and Lecturer

- Non-renewal of appointment notification will be given as soon as possible, but a minimum of 60-days' notice will be given, if possible (for those ending in 2023) and in the September/October timeline for those ending on May 9, 2024.
- If less than 60-days before appointment end date, a limited short-term appointment may be given to reach 60-days' notice.
- Employees in this job type are employed on annual appointments and are otherwise employed at will. Severance will not be offered.

Clinical-Track and Librarian-Track

- ✓ Clinical-track faculty, who are not dually employed by University Health Associates (“UHA”), are eligible for a faculty severance package if their contract is non-renewed following an academic program review that resulted in a Program Reduction or Discontinuation. Librarian-track faculty are eligible for a faculty severance package if their contract is non-renewed following the review of the academic support units.
- ✓ If an individual leaves before their contract end date, they waive the right to their severance payments.
- ✓ If eligible clinical-track and librarian-track faculty are non-renewed and given an early contract end date of May 9, 2024 (as opposed to the normal contract end date of June 30, 2024), they will receive a severance equivalent to twelve weeks of their base salary payable in bi-weekly installment payments starting after May 9, 2024.
- ✓ If eligible clinical-track and librarian-track faculty are non-renewed with a contract end date after May 9, 2024 due to departmental needs, they will receive a severance that may be reduced by the additional weeks of notice received. For example, if a clinical-track faculty is needed to stay on a contract until June 30, 2024, their severance package may be reduced to the equivalent of five weeks of their base salary payable in bi-weekly installment payments starting after June 30, 2024.
- ✓ All benefits eligible faculty who are involuntarily terminated (including subjected to a Reduction in Force or contract non-renewal) may elect to continue their PEIA insurance for three additional months after their termination date. The faculty member would continue to pay their same employee premium during this three-month period.
- ✓ In addition to any severance package, all 12-month clinical-track and librarian-track faculty will receive a payout of the monetary value of their earned, but unused, annual leave as of their employment end date.

Faculty Needed to Teach Out Beyond May 2024 – Retention Bonus

- ✓ All tenured, tenure-track, and teaching/service-track faculty asked to remain through a teach-out period, and they remain the entire time, will receive a retention bonus equivalent to up to twelve weeks of their base salary. There will be no separate severance payment available apart from this retention bonus.
- ✓ If an individual leaves before the end date of their current contract, they waive the right to their retention bonus.
- ✓ The University would like to incentivize selected individuals to stay through end of the teach-out period (approximately two to three additional years, depending on the program).

Classified Staff

- ✓ RIF notice will be given as soon as possible, but a minimum of 60-days' notice will be given.
- ✓ Classified Staff who are eligible for severance will be offered a severance package based on the length of the notice period and the details of their years of service, annual base salary, and appointment length.
- ✓ All benefits eligible Classified Staff who are involuntarily terminated (including subjected to a Reduction in Force or contract non-renewal) may elected to continue their PEIA insurance for three additional months after their termination date. The Classified Staff member would continue to pay their same employee premium during this three-month period.

Example 1

Classified Staff RIF with notice on October 16, 2023, and a last day of employment on December 31, 2023.

| YEARS OF SERVICE | NOTICE PERIOD | WEEKS OF SEVERANCE PAY* |
|-------------------------|----------------------|--------------------------------|
| 0 to 10 years | <i>11 weeks</i> | 4 weeks |
| 11 years | <i>11 weeks</i> | 8 weeks |
| 12 years | <i>11 weeks</i> | 10 weeks |
| 13 years | <i>11 weeks</i> | 12 weeks |
| 14 years | <i>11 weeks</i> | 14 weeks |
| 15 years | <i>11 weeks</i> | 16 weeks |
| 16 years | <i>11 weeks</i> | 18 weeks |
| 17 years | <i>11 weeks</i> | 20 weeks |
| 18 years | <i>11 weeks</i> | 24 weeks |
| 19 years | <i>11 weeks</i> | 28 weeks |
| 20+ years | <i>11 weeks</i> | 32 weeks |

**Weeks of severance payments may be prorated for classified staff who work less than 12-month appointment.*

Example 2

Classified Staff RIF with notice on October 16, 2023, and a last day of employment on May 10, 2024.

| YEARS OF SERVICE | NOTICE PERIOD | WEEKS OF SEVERANCE PAY* |
|-------------------------|----------------------|--------------------------------|
| 0 to 15 years | <i>30 weeks</i> | 4 weeks |
| 16 years | <i>30 weeks</i> | 6 weeks |
| 17 years | <i>30 weeks</i> | 8 weeks |
| 18 years | <i>30 weeks</i> | 10 weeks |
| 19 years | <i>30 weeks</i> | 12 weeks |
| 20+ years | <i>30 weeks</i> | 14 weeks |

**Weeks of severance payments may be prorated for classified staff who work less than 12-month appointment.*