



Ohio Administrative Code Rule 3339-6-02 Contract of employment.

Effective: December 6, 2018

(A) Duties of tenure track and tenured members of the instructional staff

The principle of tenure shall be observed as an act of good faith on the part of the university. Financial exigency procedures are described in rule 3339-9-05 of the Administrative Code. At the same time, it must be recognized by all concerned that changes in status or compensation may become necessary at any time because of reduction in financial support of the university. Under these circumstances, the president shall make a full explanation to the members of the instructional staff and the action of the board of trustees must necessarily be final and not subject to the procedures described in other sections of this manual.

The primary duties of the tenured and tenure-track members of the instructional staff include, teaching, research, scholarly and creative achievement, academic advising and counseling, professional and institutional service, and committee assignments. Fulltime members of the faculty are expected to attend all meetings of faculty assembly.

(B) Academic year

As a professional each member of the instructional staff assumes a commitment to meet all scheduled classes and to discharge the other responsibilities of teaching, advising, research, service and administration associated with membership in a university community. Unless on an approved leave of absence or other leave, full-time members of the instructional staff (defined as an appointment of .80FTE or greater) are expected to be available during the academic year for teaching, research scholarly and creative activities, academic advising and counseling, professional and institutional service, and committee assignments. The academic year, herein defined includes the fall semester, winter term, and spring semester. The academic year, begins one week prior to the beginning of classes in the fall and ends the day of commencement exercises in May. For purposes of interpreting the individual terms, the fall semester begins one week prior to the beginning of classes and ends the last day of December final exams, winter term begins and ends on the dates



established by the university calendar and the spring semester begins with the first day of classes and ends the day of commencement exercises in May.

(C) Change in duties

Any major change or reassignment of duties of a full-time member of the instructional staff shall include adequate notice, explanation, consultation, a sincere effort to find a mutually agreeable conclusion, and the right of appropriate appeal up to and including the committee on faculty rights and responsibilities and the president.