SUBJECT: Faculty Retrenchment

I. Rationale

The Midland College Board of Trustees is committed to the retention of all qualified faculty members. However, the institution must be prepared for the possibility that circumstances may arise that would lead to the elimination of certain programs and positions. This statement of policy on retrenchment assures that, in the event retrenchment should become necessary, proceedings shall be as fair and orderly as possible and shall protect the status of full-time faculty members.

II. Policy Provisions

A. Retrenchment is the reduction in faculty positions arising from declining enrollment and/or the elimination or redirection of programs and/or financial exigency.

B. Retrenchment based upon enrollment decline results from enrollment in a department or discipline that is insufficient to create loads as defined by Policy 02:01:06 for the full-time faculty assigned to teach in the department or discipline.

C. In the event of insufficient load created by enrollment decline in the department or discipline, full-time faculty shall be allowed priority over adjunct faculty in the assignment of classes. This assurance refers only to insufficient load resulting from declining enrollment in the department or discipline. Faculty load requirements are addressed in Midland College Board Policy 02:01:06.

D. The reduction of specific faculty positions in multi-member departments or divisions shall be based upon seniority and administrative evaluations respectively. Seniority shall be considered of secondary importance if it can be clearly demonstrated that the consideration of seniority would damage the College's ability to offer essential programs.

E. In the event of retrenchment, all existing yearly obligations as specified in the memorandum of appointment shall be honored.

F. Where it shall contribute to the well being of Midland College, a faculty member may be assigned additional duties to compensate for reduced load as defined by Policy 02:01:06.

G. A faculty member whose position is eliminated through retrenchment may be offered a teaching assignment in an area in which he/she is qualified provided that a position is available and that such action does not negatively affect full-time faculty in the area of reassignment.
H. A faculty member whose position has been eliminated as a result of retrenchment has the right to reappointment to the position if it is re-established within two calendar years. In this event, the faculty member must possess the necessary qualifications, be willing to accept prevailing conditions of employment, and accept the position within fifteen calendar days of receipt of notification. It is the faculty member’s responsibility to keep the College informed of his/her current address.

I. When retrenchment is anticipated, there shall be careful and meaningful sharing of information and views with all affected parties and appropriate administrators and members of the Midland College Faculty Senate.

III. Procedures

A. Upon the completion of fall enrollment, a report will be submitted to the Vice President of Instruction noting programs with either marginal enrollment or enrollment that is not sufficient to provide full loads for assigned faculty. Affected faculty will be notified of this report.

This process will be repeated in the spring semester, and all enrollments accrued since the fall semester report will be taken into account. Again, affected faculty will be informed.

B. At the beginning of the upcoming year's budget process, plans for addressing the enrollment issues will be considered. Programs requiring redirection or elimination because of factors other than enrollment such as, but not limited to, financial exigency, will also be identified at this time. The employment of affected faculty will be deferred with these faculty and all appropriate parties being notified.

C. During the budget process, recommendations regarding the future status of any faculty positions or programs will be made and communicated to all appropriate parties.

D. Factors that may be addressed in making reemployment decisions and formulating program plans include but are not limited to:

1. Program review outcomes and findings from external evaluations;
2. Annual enrollment patterns;
3. Enrollment trends;
4. Demands for credit/non-credit enrollment;
5. Stage of program implementation;
6. Student recruitment strategies;
7. Changes in market demands;
8. Operating expense of the program relative to revenue and/or to other programs;
9. Number and status of students currently enrolled in the program.