



MEMORANDUM

TO: Deans and Directors (a/b)

FROM: Patrick Farrell, Provost
Susan Crowley, Chair, Academic Staff Executive Committee (ASEC)

DATE: January 2, 2008

RE: Job Security for Academic Staff

Academic staff members play vital roles at UW-Madison and extended appointments are one way to recognize their contributions. It is time for the annual review of academic staff members who have five or more years of academic staff service at UW-Madison to determine whether a new or increased multiple-year appointment, rolling-horizon appointment or indefinite appointment shall be proposed, when and if the following criteria are met: 1) the quality of their performance warrants increased job security, 2) their role is an integral part of their department's or unit's continuing mission, and 3) a funding source can be identified that can permit multiple-year, rolling-horizon, or indefinite appointments (Academic Staff Policies and Procedures [ASPP], Chapter 2.05).

Please encourage your departments to give serious consideration to more job security for academic staff members. To assist you in passing along this message, we have prepared a sample memorandum (attached) that we would like you to send to your departments.

Any recommendations your departments make still require your final approval.

If you would like additional information regarding this process, please contact your personnel/human resource representative.

Thank you for your support.

Enclosure
(Sample memo)

xc: Division Personnel/HR Representatives