

Academic staff? Interested in job security?

**Do you have five or more years of academic staff service at UW-Madison?
You may be eligible for increased job security through a longer-term appointment.**

The Longer-Term Appointment Review

If you meet these three criteria, you may be eligible for increased job security:

- 1) The quality of your performance warrants acknowledgment through increased job security;
- 2) your role is an integral part of your department's or program's continuing mission; and
- 3) a funding source can be identified that can permit rolling-horizon, multiple-year, or indefinite appointments.

Departments make recommendations on longer-term appointments to deans and directors, who must approve these recommendations before they can take effect.

Types of Longer-Term Appointments

A **multiple-year appointment** is a fixed-term renewable appointment made for more than one year. This type of extended appointment may be especially appropriate for individuals on multiple-year grants. Renewals are possible if funding sources permit.

A **rolling-horizon appointment** is a fixed-term appointment that extends daily for the term specified. The term may be for one or more years.

An **indefinite appointment** is an academic staff appointment with permanent status and for an unlimited term in a specified operational area. Indefinite appointments confer the greatest job security of any academic staff appointment. Indefinite appointments are neither limited to nor specific to any academic staff title series or position.

Appointment Review Requirements

Academic Staff Policies and Procedures (ASPP) requires departments to conduct an annual review of all academic staff with five or more years of academic staff service at UW-Madison. However, no presumption is made that an individual **must** have had five years of service before being considered; that is, employees can be considered for longer-term appointments with fewer than five years of service. Individuals who currently hold rolling-horizon appointments shall be reviewed and a determination made about their eligibility for an indefinite appointment.

Academic staff with five years or more of service who do not have a multiple-year or a rolling-horizon appointment shall be given written reasons upon request.

Eligible individuals must be reviewed even though financial constraints may preclude awarding longer-term appointments at this time. You may want to take this opportunity to discuss this review with your supervisor or personnel manager and also discuss any additional information you might want to provide. For more information about types of longer-term appointments and review requirements, please see ASPP Chapter 2.

Questions?

If you have questions, you are invited to contact any of these committee members:

PERSONNEL POLICIES &
PROCEDURES COMMITTEE
of the UW-Madison
Academic Staff Assembly

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Want to know more about your rights as academic staff?

See “Academic Staff Policies and Procedures” (ASPP)
for information about your rights in such areas as

- JOB SECURITY
- TYPES OF APPOINTMENTS
- EMPLOYMENT PROBLEMS

Want a hard copy of ASPP?

“Academic Staff Policies
and Procedures”
can be obtained from your
departmental office or the
Secretary of the Academic Staff,
270 Bascom Hall (263-2985,
cmccabe@wisc.edu).

Find it on the web at: <http://acstaff.wisc.edu/>
(Click on “Documents and Publications”)

