

**District Board of Trustees Policy
(BOT)**



Policy Title: Award of A Continuing Contract And Evaluation of Continuing Contract And of Continuing Contract Track Faculty

Policy Number: 6Hx6:3.05

Specific Authority:

Florida Statute 1001.64
Florida Administrative Code 6A-14.0411

Policy Approved: 09/24/13; 01/27/15; 11/17/15

Policy:

1. It is the policy of the District Board of Trustees to award continuing contracts to full-time faculty in accordance with the law and procedures to be developed and approved by the President or designee, in consultation with the Faculty. A continuing contract shall be awarded only by the affirmative vote of the District Board of Trustees, as decided in its sole discretion, and a continuing contract shall never be awarded in the absence of the affirmative vote of the District Board of Trustees for any reason, including without limitation, by default or procedural deficiency(ies).
2. Any employee holding a continuing contract who accepts an offer of employment at the College in a capacity other than that in which the continuing contract was awarded may be granted an administrative leave of absence for up to three years pursuant to the College's Operating Procedures.
3. The term "continuing contract" is described by rule of the State Board of Education. Continuing contract is a professional status conferred upon faculty members who have been judged to have demonstrated scholarship and teaching ability or other skills sufficient to warrant recognition of their achievement of predetermined standards of professional competence.
4. In order to become eligible for the award of a continuing contract, a full-time faculty member must:
 - a. Complete at least five (5) years of satisfactory service at Florida SouthWestern State College, based on the criteria established by the College, during a period not in excess of seven (7) years. In all cases, such service shall be continuous except for leave duly authorized and granted. After three full years of satisfactory service, a faculty member who had continuing contract in another regionally or nationally accredited institution of higher learning may petition for two years of credit through the annual evaluation process. If accepted, the faculty member may apply for continuing contract at that time.
 - b. Receive the recommendation of the President and approval by the District Board of

Trustees for a continuing contract based on successful performance of duties, demonstration of professional competence pursuant Florida SouthWestern State a policies and procedures, and the needs of the College.

5. Continuing contract must be based on explicit judgment of qualifications and performance. In accordance with 6A-14.0411(3) FAC, the criteria shall include the following:
 - a. Quantifiable measured effectiveness in the performance of faculty duties,
 - b. Continuing professional development,
 - c. Currency and scope of subject matter knowledge,
 - d. Relevant feedback from students, faculty, and employers of students,
 - e. Service to the department, college, and community; and
 - f. Appropriate criteria measuring student success defined as retention, progression, completion, and matriculation or job placement.

Criteria may also include the following:

- a. Educational qualifications, efficiency, compatibility, student learning outcomes, character,
 - b. Capacity to meet the educational needs of the community, and
 - c. The length of time the duties and responsibilities of the position are expected to be needed.
6. In order to contribute to the continual growth and development of faculty, Florida SouthWestern State College requires periodic post-award performance reviews for all faculty under continuing contract, which shall use, at a minimum, the criteria set forth in Section (5) of this policy.
7. Under the conditions described below, the President may recommend to the Board of Trustees a temporary faculty position that is not eligible for continuing contract.
 - a. In the case of an emergency situation due to extended illness, death, or unexpected resignation where adjunct faculty is not available or where no other full time faculty teach in the discipline. The temporary position will be terminated once the emergency situation is resolved.
 - b. Grant supported short term programs intended to fill a temporary need,
 - c. Other short term needs such as to complete a teach out plan for a discontinued program or degree,
 - d. Other emergency or temporary need situations.

Faculty hired in these positions may be awarded annual contracts or contracts of less than one year.

8. Notwithstanding the provisions of (4)(a) above, full-time faculty being considered for an award of a continuing contract during the 2012-13, 2013-14 and the 2014-15 fiscal years shall have served for three full years during a period not in excess of five years in order to be eligible for the award of a continuing contract.