



NYU Grossman School of Medicine Policy for Faculty Appointments Not on the Tenure Track

Issuing Department:
Education, Faculty and Academic Affairs

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I. SCOPE OF THE POLICY

The NYU Grossman School of Medicine and Grossman Long Island School of Medicine Faculty Handbook (the “Faculty Handbook”) and this Policy for Faculty Appointments Not on the Tenure Track (the “Policy”) delineate general terms of appointment for NYU Grossman School of Medicine (the “School”) faculty who are appointed to the faculty of the School and whose appointments are not on the tenure-eligible tracks.

II. DEFINITIONS

1. “Compensated Faculty” means an individual who is employed by the School and has a full- or part-time faculty appointment, and which appointment is not eligible for tenure.
2. “Non-compensated Faculty” means an individual who has a full- or part-time faculty appointment and who is not employed by or receiving compensation from the School.
3. “Faculty appointment” includes individuals with any title that includes the word “Professor” or “Curator” (e.g., Assistant Professor, Associate Professor, Professor) preceded or followed by a modifier in the record maintained by the School and any individual with the title “Instructor” or “Lecturer” preceded or followed by a modifier in the record maintained by the School. “Faculty appointment” does not include the following titles: graduate assistant, research assistant, research scientist (assistant/associate/senior) and any administrative title. Individuals with these titles, without a faculty appointment title, are considered “staff” and their appointments are governed by the general Human Resources policies of the School.

III. POLICY

1. Compensated Faculty Members

A. Appointments

Compensated Faculty members are typically appointed for a specific term, generally a one-year period but may be multi-year, pursuant to an agreement that includes the following terms negotiated between the faculty member and the appropriate administrator with the authority to do so, and approved by the Dean:

- i. start and end dates of the appointment (“Contract Term”);
- ii. responsibilities and obligations of the appointment;
- iii. compensation;
- iv. eligibility for benefits; and
- v. agreement to be bound by applicable New York University, NYU Langone Health, and School policies (including the Medical Staff By-laws of NYU Langone Hospitals, if applicable).

B. Termination

- i. The appointment of a Compensated Faculty member terminates upon termination of the faculty member's employment. The School may renew the appointment by providing the Compensated Faculty member with a notice of renewal at the end of the Contract Term. If the School does not provide either a notice of termination of employment or notice of renewal, a Compensated Faculty member may continue to be employed on an at-will basis after the end of the Contract Term, unless or until their employment is terminated.
- ii. During the Contract Term, a Compensated Faculty member may be terminated as set forth in their employment agreement or, if there are no provisions addressing termination in their employment agreement, for Adequate Cause as set forth in the Faculty Handbook (collectively, "For Cause" termination).
- iii. A Compensated Faculty member who continues to be employed on an at-will basis may be terminated with or without cause.

C. Notice of Termination

Where a Compensated Faculty member is employed on an at-will basis, it is the School's practice (but not a requirement)¹ to provide the faculty member with notice of termination as a courtesy, whenever possible. This notice is provided at the discretion of the School, in accordance with the guidelines below, unless termination is "For Cause," in which case no notice period is required.

- i. A Compensated Faculty member who, at the time of notice of termination, has been continuously employed for at least 12 (twelve) months (but not exceeding 36 months) shall receive notice of termination no later than three (3) months prior to their employment termination date.
- ii. A Compensated Faculty member who, at the time of notice of termination, has been continuously employed for 36 months or longer shall receive notice of termination no later than six (6) months prior to their employment termination date.

D. Responsibilities

Each Compensated Faculty member will have those responsibilities set forth in their contract, the Faculty Handbook, and applicable NYU Langone Health policies. If the Compensated Faculty member's position is funded through extramural funding, and extramural funding ceases or declines during the Contract Term, then the faculty member may be assigned other duties and responsibilities or the Faculty member's salary may be decreased for the duration of the Contract Term as determined at the discretion of the Department Chair or Dean.

2. Non-Compensated Faculty Members

Non-compensated Faculty are appointed on an at will basis. Such appointments may be terminated at any time with or without cause at the discretion of the Chief Academic Officer upon recommendation of the Department Chair or the Dean.

¹ For instance, faculty employed on a per diem basis do not typically receive the notice set forth in this section.
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IV. GRIEVANCES RELATED TO APPOINTMENT AND TERMINATION OF COMPENSATED FACULTY

Grievances related to appointment and termination of Compensated Faculty will be handled in accordance with the Dispute Resolution Process for Compensated Faculty Not on the Tenure Track set forth in the Faculty Handbook.