

**CONTRACT FOR FACULTY RANKED ADMINISTRATORS**  
BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA  
CONTRACT FOR FACULTY RANKED ADMINISTRATORS

\_\_\_ TENURED PERSONNEL  
\_\_\_ NON-TENURED PERSONNEL/ON TENURE TRACK  
\_\_\_ NON-TENURE TRACK PERSONNEL

To: \_\_\_\_\_

Please be advised that your employment as \_\_\_\_\_ (Administrative Title) \_\_\_\_\_ has been approved at a salary of \_\_\_\_\_ from \_\_\_\_\_ (date) \_\_\_\_\_ to \_\_\_\_\_ (date) \_\_\_\_\_. Your salary is payable according to the applicable funding sources and the Institution's payroll schedule. For fractional portions of a pay period in which service is rendered, payment of salary will be computed as the fraction of the salary for that payroll period. Notwithstanding any other provision of this contract, for Fiscal Year 2020-2021, the Board of Regents has authorized the President to implement a mandatory furlough program requiring employees to take \_\_\_\_\_ days of unpaid leave in a number and manner to be determined by the President but not to exceed 16 days. In the event it becomes necessary for the President to exercise this authority, employee furloughs will be implemented in accordance with guidelines promulgated by the Office of the Chancellor.

Your specific job-related duties, responsibilities, and assignments associated with this contract are defined elsewhere, are subject to modification by the Institution as needed, and are determined by the administrative officers of the Institution in your reporting line to the President. You are not guaranteed to hold your administrative position for the duration of this contract because you hold your administrative title and position at the pleasure of the President. Your tenure status applies only to your appointment as a faculty member and not to your appointed position as an administrator. Should your administrative position be vacated, and if you are reassigned, your salary may be changed. [ Contract should stipulate the amount of the employee's salary upon return solely to faculty.]

This administrative appointment is made expressly subject to the applicable state and federal laws and to the statutes and regulations of this Institution as well as the bylaws, policies, and procedures of the Board of Regents, which can be found on the University System of Georgia website. The Board of Regents reserves the right to change or suspend policies and procedures as necessary.

Please signify your acceptance of this employment by signing and returning the enclosed original contract and all but one of the copies to \_\_\_\_\_ at this institution within twenty (20) days from this date Failure to reply within this deadline may void this offer.

BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA,  
BY AND ON BEHALF OF \_\_\_\_\_ (INSTITUTION) \_\_\_\_\_

By: \_\_\_\_\_

Date \_\_\_\_\_

**CONTRACT ACCEPTANCE**

I agree to perform the administrative duties referenced above under the terms set forth herein.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Employee Signature \_\_\_\_\_

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