

**GEORGIA GWINNETT COLLEGE ACADEMIC YEAR EMPLOYMENT CONTRACT**

   FACULTY RENEWABLE THREE-YEAR APPOINTMENT

   FACULTY RENEWABLE FIVE-YEAR APPOINTMENT

To: «Prefix» «First» «Middle» «Last»

Please be advised that   (President  ), on behalf of the Board of Regents of the University System of Georgia, has approved your employment as   (Title  ) at Georgia Gwinnett College. The period of your employment is for the   academic year beginning on   and ending on   . This will comprise the (Contract) year of your three-year appointment. This Contract does not automatically renew.

Your salary for the academic year will be    and is payable according to the applicable funding sources and the Institution's payroll schedule and policies. 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 in accordance with the Institution's policies. If your services should be needed beyond your full-time academic year commitment under this Contract, a separate agreement will be made with you covering your services. 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 13 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 employment contract are defined elsewhere, are subject to modification as determined to be needed from time to time and are determined by the administrative officers of the institution in your reporting line to the President. All such duties, responsibilities and assignments are incorporated herein by reference as if fully set forth herein.

This Contract is made expressly subject to the applicable state and federal laws and to the policies and procedures of the 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.

This Contract is subject to the availability of funds to the Board of Regents and may be terminated in the absence of available funds as determined by the Board of Regents.

Please signify your acceptance of this employment by signing and returning this 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.

ON BEHALF OF THE BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA

By :(President)   

Date:   

**CONTRACT ACCEPTANCE**

I accept the employment described above under the terms set forth. I understand that at the expiration of the term of this contract I will receive a new and separate contract offer for the    academic year unless this is the final year of my three-year appointment and no new and separate offer is made by the President of Georgia Gwinnett College on behalf of the Board of Regents. I further understand that this contract and any renewal thereof are subject to the availability of financial resources as allocated by the State of Georgia and as determined by the Board of Regents.



Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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