


Name of Policy: Retrenchment Policy Number: 3364-72-60 Approving Officer: President Responsible Agent: Provost Scope: All University of Toledo Campuses		 Effective date: December 17, 2025 Original effective date: December 17, 2025	
Keywords:			
x	New policy		Minor/technical revision of existing policy
	Major revision of existing policy		Reaffirmation of existing policy

(A) Policy statement

In response to a reduction in learner population or overall funding, a change to institutional missions or programs, or other fiscal pressures or emergencies facing the institution, the University may reduce offered programs or services and may temporarily suspend or permanently separate one or more faculty from the institution. When these reductions result in a reduction in faculty, this is called retrenchment.

Such reductions in programs or services, and any consequent reductions in faculty, will be done in an orderly way with a focus on the needs of learners impacted by the changes. The University will utilize the procedures below to accomplish such reductions.

(B) Purpose of policy

To establish a faculty retrenchment policy in accordance with Ohio Revised Code Sec. 3345.454.

(C) Procedures

1. Retrenchment is a process by which the University reduces programs or services resulting in a temporary suspension or permanent separation of one or more faculty members.
2. The University supports the principle of academic freedom and will not retrench a faculty member due to that faculty member's allowable expression of academic freedom as defined in the post-tenure review policy 3364-72-58.
3. Mandatory Retrenchment: the University must eliminate any undergraduate degree program that confers an average of fewer than 5 degrees in that program annually over a 3-year period as required by Ohio Revised Code Sec. 3345.454. The University will not consider any academic year prior to the first academic year in which an undergraduate degree is conferred in determining the average of degrees conferred over a three-year period.
4. Discretionary Retrenchment: consistent with the Ohio Revised Code, the University may retrench full-time faculty at its discretion. The University may also reduce programs or services, thus resulting in a temporary suspension or permanent separation of one or more institutional faculty, to account for a reduction in learner population or overall funding, a change to institutional missions or programs, or other fiscal pressures or emergencies facing the institution. Discretionary retrenchment reasons include, but are not limited to:
 - a. Reduction in University, college, department, or program enrollment;
 - b. Excessive or unsustainable costs in delivering a program;
 - c. Reduction in University funding from any source, including but not limited to funding from the State of Ohio, the federal government, or other funding agency;
 - d. Inability to maintain legal or contractual requirements associated with the program;
 - e. A change to the University's mission; or
 - f. A fiscal pressure or other emergency facing the institution or any of its colleges, departments, institutes, or programs.

5. It is not necessary for the University to declare, or have been declared to be in, a fiscal watch, a fiscal caution, a financial emergency, or to meet or fail to meet any specific financial indicator to be able to proceed with retrenchment of one or more faculty.
 - a. The University will provide the Faculty Senate with an opportunity to provide input on the need for retrenchment. Otherwise, no implementation committee must be convened to consider retrenchment or make recommendations.
 - b. Any decisions regarding retrenchment are solely within the judgement of the University.
 - c. The order of retrenchment will be determined by the University.
6. To implement retrenchment, the following process will be followed:
 - a. The Provost will consult with the dean and department chair (or equivalent unit head) regarding the need for retrenchment and will make a recommendation to the President for their decision. A copy of the President's decision shall be sent to the affected faculty members, the department chair (or equivalent unit head), college dean, and Faculty Senate president.
 - b. Faculty will receive notice of no less than 90 days of the intent to separate them from the University due to a retrenchment decision. During this 90-day notice period, the faculty member is employed and expected to perform any faculty duties assigned to them.
 - c. This notice will specify a date at which the separation will take effect.
 - i. For tenured faculty and senior lecturers, the terminal semester of their appointment will be the semester after the semester in which the notice is given. This notice must be provided before the start of the semester before the terminal semester. If not so provided, the terminal semester of their appointment will be two semesters after the semester during which notice is provided.
 - ii. For untenured faculty, assistant lecturers, and associate lecturers, the terminal semester of their appointment will be the semester in which the notice is given if this notice is provided before the start of the semester. If notice is provided after the start of the semester,

the following semester will be the terminal semester of their appointment.

- iii. During the terminal semester of their appointment, faculty will receive their pay and benefits, less their portion of the benefit premium, and may be assigned and expected to perform faculty duties. All benefits, including tuition waiver, will terminate at the conclusion of the terminal semester.
 - d. After the notice is issued, the affected faculty member may request in writing to be assigned an alternate full-time workload in another role or in another academic program. The University may, with the approval of the Provost or Provost's designee, make efforts to identify an alternate full-time workload for such faculty, or to provide alternatives such as voluntary separation incentive agreements.
 - e. The University is not obligated to remove duties from any other full time faculty member, part time faculty member, visiting faculty member, graduate student, employee, or other person to reassign work to the affected faculty member. The University may consider factors such as an evaluation of the faculty member's expertise, mission alignment and financial implications of the move in reaching a final decision.
- 7. Should a need arise in the future for additional teaching or services in an area in which there has been retrenchment of one or more faculty, the University at its sole discretion may provide that opportunity to the retrenched faculty member before appointing new faculty to perform the work or before offering the work to another full time faculty member, part time faculty member, visiting faculty member, graduate student, employee, or other person.
 - 8. The faculty member will have no right to reinstatement or reassignment. If a faculty member is rehired to a full-time position following retrenchment, they will return with the same tenure status, rank, and seniority as at the time of their separation due to retrenchment.
 - 9. Nothing in this policy precludes another college, department, institute, or program from hiring a retrenched faculty member in a competitive search. A retrenched faculty member hired as a part-time employee will not be compensated at the faculty member's full-time salary, nor will they be eligible for University benefits.

(D) Updates

1. At least once every 5 years the University will update this policy and forward it to the Board of Trustees for approval. The first such update will occur no later than December 2030.
2. Nothing precludes the University president or designee from updating or amending this policy between the statutory 5 year periods. Those updates do not need to be approved by the Board of Trustees.

(E) Relation to collective bargaining and other documents

1. With respect to any collective bargaining agreement entered into after the date of this policy the following apply:
 - a. Nothing in this policy may be collectively bargained except as required by Ohio Revised Code Sec. 3345.456.
 - b. This policy supersedes and replaces retrenchment, inactive status, and financial emergency language in collective bargaining agreements. In the event that this policy conflicts with a collective bargaining agreement, this policy will prevail.
 - c. Neither this policy, application of this policy, nor any decisions reached under this policy may be negotiated, grieved, or arbitrated through any collective bargaining process.
 - d. Any past practices required by or associated with a collective bargaining agreement do not impact implementation of this policy.
2. In the event that this policy conflicts with any other policy, faculty handbook, or other documents (except a collective bargaining agreement in effect at the time this policy is adopted), this policy will prevail.

Approved by:	Policies superseded by this policy: <ul style="list-style-type: none">• Original effective date: December 17, 2025
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<div>/s/</div> <div>Michael Miller, Chair, University of Toledo Board of Trustees</div> <div>Date: December 17, 2025</div>	<div>Review/revision date:</div> <div>Next review date:</div> <div>December 17, 2030</div>
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