




*University of Oregon*  
*College of Arts and Sciences*

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**To:** Faculty and Staff  
College of Arts and Sciences

**From:** W. Andrew Marcus   
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**Re:** Update on contract nonrenewals in the College of Arts and Sciences

I am writing to tell you about the reductions in staff and NTTF lines that I have made throughout the year in the College of Arts and Sciences, with a final round of NTTF contract nonrenewals issued yesterday. I outlined the reasons for these budget cuts and the processes and principles we followed to reach decisions in a March 7, 2017 memo to department heads and managers ([Marcus memo, March 07, 2017](#)). These cuts were needed to meet the budget given to us by the President and the Provost and to align instructional staffing with areas of student demand. Other colleges are going through similar budget reduction exercises ([Coltrane Memo, Feb 28, 2017](#)).

I know how difficult this has been for many individuals and departments, many of whom have shared their concerns directly with me. It is because of that impact that I want to provide you an overview of the scope of nonrenewals.

As we did last year in the college, all of these nonrenewals followed conversations with department heads and leadership in affected units. While we used metrics to inform our decisions, the metrics did *not* dictate the final outcomes. In fact, there were many cases where we protected low-enrollment courses and activities to preserve curriculum for our students and to fulfill our public university mission. A number of heads did not agree with my final decisions, but their willingness to engage in difficult conversations and offer alternative solutions made it possible to move through this challenging process.

In total, we have reduced the total number of career NTTF and visiting professor lines by 31 over the year. Ten of these lines represent one-year visiting assistant professor positions or positions from which people resigned or retired. I have sent out 21 nonrenewal notices to career NTTF; 13 of which were in the American English Institute with the remainder scattered across CAS-IT and college departments. I also sent five notifications to NTTF regarding reductions in their FTE appointments. Within the OA and staff ranks, we have reduced our total staffing by three lines.

In contrast to last year, I did *not* send out nonrenewals this year to *pro tem* NTTF or visiting professors who are, by definition, on set term appointments.

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The nonrenewals do *not* constrain departments from offering the same people instructional appointments next year, if evolving situations create a need (e.g. tenure track faculty going on leave). I encourage individuals with questions about their potential future employment at the UO to talk to their department heads.

This comprises the full set of budget-related NTTF reductions in CAS this year with the exception of two language departments, where we continue to discuss a variety of ways to achieve budget savings. Beyond that department, I do not anticipate further budget-driven nonrenewals this year unless we experience unforeseen, major financial exigencies. It is also my sincere hope that—absent major financial downturns—this marks the end of college-wide nonrenewals at the scale we experienced last year and this year. I do anticipate, however, that I and future deans will always have to adjust instructional NTTF lines to meet the ebb and flow of student demand.

We all know there is no way to minimize the force of a contract nonrenewal notice for those who have received them. This is not an easy process for anyone. I ask you to reach out to your nonrenewed colleagues to offer support, just as those of us in the dean's office will provide guidance on resources available to help.