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March 24, 2009

TO: Kenneth G. Holum
Chair, University Senate

FROM: Sabrina Baron
Chair, ERG Committee

SUBJECT: Eligibility Timeline for Staff Elections (Senate Document number 08-09-13) Further Advice on Contingent Staff

ERG considered the need for further advice on Contingent Staff at our regular meeting this morning, March 24, 2009.

This question turns on the fact that under University personnel rules, there are two categories of Contingent Staff: Contingent 1 and Contingent 2. In the Senate By-Laws there is reference only to Contingent Staff without distinction.

Contingent 1 Staff are hired on six-month contracts that may be renewed for only one additional six-month period, or a total of twelve months. Moreover, they are considered to be hourly employees. As such they are not considered official University employees and thus are not included in apportionment counts.

Contingent 2 Staff are hired on one-year contracts that are renewable for three years. They are considered official University employees and as such, are included in apportionment counts. They are not subject to a probationary period in their employment.

Thus the Committee considers that Contingent 2 Staff are entitled to Senate representation and should be subject to the twelve months of prior employment timeline with everyone else. The idea of the twelve-month period was to provide an opportunity for employees of all categories to obtain familiarity and experience with University policies and practices. This orientation serves to make them more thoughtful and productive members of the campus community and of the University Senate. It also provides parity across categories of employees.