

FAIRFIELD UNIVERSITY
FAIRFIELD, CONNECTICUT
Office of the President

<<date>>

Faculty Member
<<address>>

Dear _____:

As you know, faculty contracts are traditionally transmitted at the beginning of the summer. This year as a result of the votes by the General Faculty on May 14 and the Board of Trustees on June 4, we have not agreed upon a new Memo of Understanding (MOU). As a result, we are extending unchanged last year's faculty contracts under the terms of the 2008-09 MOU. This extension will run through the end of the year, until December 31, 2009. Your rank and salary for 2009 fall term will remain unchanged unless you have been notified of a promotion, in which case you will receive the appropriate change in your rank and the appropriate increase to your salary as noted below. Your tenure status remains unchanged.

This letter will confirm that your faculty contract for the academic year 2008-09 is hereby extended unchanged up to and including December 31, 2009. Your employment will be as a full-time, <<tenured or non-tenured >> <<Assistant, Associate or Full>> Professor of <<department>> at Fairfield University. The term of this letter of extension shall be from September 1, 2009 through December 31, 2009. Your salary shall be at the annual rate of \$_____ and shall be payable in equal, semi-monthly installments of \$_____.

The Administration is meeting with the Faculty Salary Committee over the summer to draft a Memo of Understanding for 2009-10 along with the revised Benefits Plan Overview. When we have an agreed upon MOU, we intend to issue new faculty contracts for the period January 1, 2010 through June 1, 2010 in line with the new MOU.

Sincerely,

Jeffrey P. von Arx, S.J.
President