

2.3 Limitations on the Use of Fixed-Term Contracts

The use of fixed-term contracts will be limited to the employment of a staff member engaged in work activity on terms that correspond with one (1) of the employment types described in this section. With the approval of their supervisor, a staff member may engage in additional casual work (as defined in clause 2.1.3) unrelated to, or identifiably separate from, their normal duties.

2.3.9 Convertible academic employment contract

- 2.3.9.1 A convertible academic employment contract is a fixed-term convertible contract where the position is offered for a maximum period of two (2) years on the basis that the University will, at the expiration of the contract, convert the employment from fixed-term to continuing employment if:
- (a) the staff member has met the reasonable performance expectations required of the position; and
 - (b) the position is required by the University.
- 2.3.9.2 The University may extend the period of the fixed-term contract referred to in clause 2.3.9.1 in accordance with any period of parental leave or other extended leave of absence.
- 2.3.9.3 Where the Head of School (or equivalent) intends not to offer conversion to continuing employment at the expiry of the fixed-term contract under clause 2.3.9.1, they will refer the recommendation to the Executive Dean (or equivalent) who will make a final determination.
- 2.3.9.4 Performance cannot be used as a basis upon which to deny conversion unless performance expectations were reasonable and properly communicated and performance nonetheless remained less than satisfactory based on evidence.
- 2.3.9.5 The staff member will receive a copy of any recommendation by the Head of School under clause 2.3.9.3 at least eight (8) weeks prior to the expiry of their contract and will have an opportunity to comment on the recommendation before a final determination is made by the Executive Dean (or equivalent).
- 2.3.9.6 In circumstances where the Executive Dean has assessed that the recommendation not to offer conversion complies with clause 2.3.9.1, the University may, in its discretion, offer the staff member an extension of their fixed-term contract for a period of up to 12 months, after which the conversion terms set out in this provision will again be applied.
- 2.3.9.7 A Convertible Academic Employment Contract staff member may be required to serve a period of probation which will be for a period of no longer than six (6) months.