The following by-law is the guidance used by the Concordia University System when a RIF is necessary:

3.8.3.8.7 Positions of initial-level appointment as well as continuing-level appointment faculty may be terminated by the board of regents under certain institutional conditions that do not reflect on the competency or faithfulness of the individual faculty member whose position is terminated. These conditions are the following: (1) Discontinuance of an entire program (e.g., social work, business); (2) discontinuance of an entire division or department (e.g., modern foreign languages) of a college or university; (3) reduction of the size of staff in order to maintain financial viability in compliance with policies concerning fiscal viability; (4) discontinuance, merger, or consolidation of an entire college or university operation.

(a) In the event of termination of a faculty position by the board of regents, a minimum of six months' advance notice to initial-level appointment faculty and 12 months' advance notice to continuing-level appointment faculty must be provided to the terminated faculty member in writing.

(b) The opportunity to serve the college or university in another capacity for which the terminated faculty member has credentials and qualifications shall be offered to the terminated faculty member if such a vacancy exists at the time of termination or becomes available within two academic years.

(c) In identifying which specific faculty positions are to be discontinued or terminated, the board of regents shall follow the guidelines and procedures of that institution's reduction in force policy.

(d) A terminated position may not be filled subsequently by another person during the next two academic years without first offering the last previous incumbent who held the position with continuing-level appointment status the position, at his or her last previous salary plus average annual salary increases provided to that faculty during the interim.