



## HUMAN RESOURCES POLICY

<b>SUBJECT:</b>	Labor & Employee Relations	<b>TITLE:</b>	AT WILL EMPLOYMENT (formerly Terms of Employment)		
<b>CATEGORY: Check One</b>	<b>Board of Trustees</b> <input type="checkbox"/>	<b>Presidential</b> <input type="checkbox"/>	<b>Functional</b> <input checked="" type="checkbox"/>	<b>School/Unit</b> <input type="checkbox"/>	
<b>Responsible Executive:</b>	Vice President Human Resources		<b>Responsible Office:</b>	Human Resources	
<b>CODING:</b>	30-01-50-75:00	<b>ADOPTED:</b>	07/01/90	<b>AMENDED:</b>	04/09/09
			<b>LAST REVIEWED:</b> <b>04/09/09</b>		

**PURPOSE:** To set policy regarding the terms and conditions of employment for staff members not covered by a collective bargaining unit.

**RESPONSIBILITY:** The Vice President for Human Resources is to ensure compliance with this policy.

**APPLICABILITY:** This policy applies to non-union staff members (non-faculty).

**REFERENCE:**

Separation from Employment Policy # 30-01-20-75:00

**POLICY:**

Staff members serve at the will of the University and his/her employment with the University may be terminated at any time, for any reason.

The Vice President of Human Resources or designee must be consulted prior to the dismissal of a staff member and the procedures set forth in the Separation from Employment policy must be complied with.

By direction of the President

Vice President for Human Resources