

Personnel Policies for Staff Members

Disciplinary and Separation Actions

67. Termination of Career Employees—Managers and Senior Professionals, Salary Grades VIII and IX

November 6, 2009

A. GENERAL

Managers and senior professionals holding career appointments in salary grades VIII and IX serve at the discretion of the Chancellor and may be terminated at will and at any time with or without cause. The at will status of employees appointed to salary grades VIII and IX cannot be altered except by amendment of this Policy.

B. NOTICE

Managers and senior professionals may receive, at the sole discretion of the Chancellor, up to sixty calendar days' written notice of termination or pay in lieu of notice.

C. TERMINATION ASSISTANCE

Managers and senior professional employees may be assisted, at the discretion of the Chancellor, as follows:

Assignment of the employee to another position, if a position is available, the employee is qualified to perform the work, and the assignment is in the University's interest.

Career counseling or outplacement services.

Reasonable time off with pay for interviews for other positions both within and outside the University.

4. a. A location may grant severance pay in the amount of one month of pay, or less, for each completed year of continuous University service to a maximum of six months of severance pay. Payment of severance is conditioned upon the employee entering into a written separation agreement which is approved by the University in accordance with the *HYPERSLINK "<http://www.universityofcalifornia.edu/regents/policies/6126.html>" Regents' Policy on Settlement of Litigation, Claims, and Separation Agreements.*
- b. No severance pay shall be provided when termination has resulted from misconduct, as determined by the Chancellor or his/her designee.

c. An employee who is reemployed at any University location in any capacity during the paid severance period is required to repay to the University an amount equal to the severance pay received for the time period beginning with the date of hire in the new position to the end of the paid severance period.

In the event the monthly salary in the new position is less than the monthly salary used to calculate the severance pay amount, the employee is required to repay to the University an amount based on the monthly salary of the new position for the time period beginning with the date of hire in the new position to the end of the paid severance period.

A written repayment plan is to be agreed upon between the employee and the University before commencement of work.

Applicability: Managers and Senior Professionals holding career appointments in salary grades VIII and IX.

