Subject: Reinstatement of Previous Service Time When Rehired

Applies to: Regular (benefit eligible) Full and Part-time Faculty, Clerical, Technical, Service, Nursing, Professional, Administrative, and Supervisory Staff (Individuals who are represented by a collective bargaining unit should refer to their agreement.)

I. Policy: Faculty and staff members rehired to a benefit eligible (full or part-time) position at the University within five years of their termination will have previous benefit eligible University service reinstated at time of rehire and their service date adjusted accordingly.

II. Guidelines:

A. The period of time an individual has not been employed by the University is not counted as service time.

B. This policy does not establish an obligation to rehire staff members who have terminated.

C. Benefits, such as sick leave protection and vacation time do not accrue during the period of absence.

D. Returning staff will be expected to complete the probationary period associated with the position to which they are rehired.

See also Policies: #136 Termination  
#169 Probationary Period  
#345 Vacation  
#386 Service Awards