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[TERMINATION](#)

POLICY

Termination

LAST

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ON 12/

2024

This policy applies to: All staff. (Individuals represented by collective bargaining agreements receive benefits in accordance with those agreements.)

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A. VOLUNTARY TERMINATION

B. INVOLUNTARY TERMINATION (DISCHARGE)

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I. Policy

A staff member's termination of employment with the University is primarily either 1) **voluntary** (when a staff member resigns) or 2) **involuntary** (when under appropriate circumstances, a staff member is discharged). Additional reasons are available in myURHR to further describe the reason for termination. Supervisory actions leading to termination must be fairly and consistently administered. In general, staff who are involuntarily

ABOUT THIS POLICY

Policy Applies To

Staff

Policy Number

136

Policy Group

Human Resources

Issuing Authority

Human Resources

Responsible Officer

John Spuhler

Contact Information

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john.spuhler@rochester.edu
)

RELATED POLICIES

Affirmative Action Policy for Minorities, Women, Disabled Individuals, and Protected Veterans

(<https://www.rochester.edu/policies/policy/affirmative-action/>)

Layoff and Recall

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Corrective Discipline

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