

# Davis Technical College

## Employment At-Will

**Effective Date: 7 August 2024**

### 1. Purpose

To outline the Davis Technical College (College) policy of at-will employment and state exceptions to that policy.

### 2. References

- 2.1. Utah System of Higher Education Policy and Procedures R831, Minimum Requirements for Non-Faculty Staff Employee Grievance Policy
- 2.2. Utah System of Higher Education Policy and Procedures R841, Minimum Requirements for Disciplinary Sanctions of Staff Personnel Policy
- 2.3. Davis Technical College Employment Grievances Policy.
- 2.4. Davis Technical College Disciplinary Sanctions of Personnel Policy.

### 3. Policy

**3.1. At-will Employment-** Davis Technical College is an at-will employer. This means that either the College or the employee may terminate employment at any time, with or without notice, with or without cause. With the exceptions provided as outlined in section 3.2. of this policy, this at-will relationship exists regardless of any other written statements or policies or any other College documents or any verbal statement to the contrary.

**3.1.1.** Employees who are at-will include the following: temporary employees, part-time employees, regular full-time employees who have not completed their probationary period as outlined in the College Disciplinary Sanctions of Personnel policy section 4.2.1., and Executives as outlined in the College Employee Definitions Policy, with the exception of section 3.2.3 of this policy.

**3.2. Exceptions to Employment At-will** – Certain exceptions to Employment at-will exist as outlined below:

**3.2.1.** Regular Employees are full time employees who have completed the probationary period as outlined in the College Disciplinary Sanctions of Personnel policy section 4.2.1.. Regular Employees have certain grievance rights as outlined in the College Employment Grievances policy.

**3.2.2.** An employment contract may be entered into upon written approval of the College President. Employment terms, conditions, including the term of employment, must be contained within the written employment contract.

**3.2.3.** The College President's employment is governed as outlined in Utah Code 52b-2a-107.

**3.3.** The College may not terminate an employee for any reason(s) prohibited by law.

### 4. Approvals and Notes

Board Approval: 7 August 2024

President's Council Approval: 5 August 2024