Professional & Scientific Council

Council Motion: P&S Positions At-Will and Exempt from P&S Policies

Submitted by: P&S Policies and Procedures Committee August 1, 2014

Whereas, P&S Council has been asked to provide input on the draft of the “P&S Positions At-Will and Exempt from P&S Policies” and supporting guidelines;

Whereas, This draft updates/clarifies the current “Positions Exempt from P&S Policies” to include renaming the policy and a supporting guidelines document; and

Whereas, P&S Council provided input during the draft formation and revision process through representation on the Policy Library Advisory Committee (PLAC);

It is moved, That changes include striking the following sentence in the policy statement and providing further clarification:

At the time of their appointment, new employees hired into exempt position are so informed. The designation of an at-will appointment is stated in both the posting for a vacant position and the letter of intent at time of an offer.

It is moved, That these changes include additional clarification to be added to the policy statement:

UHR will provide an annual report to P&S Council as to the number of at-will designations and their specific position titles;
It is moved, That These changes include additional clarification be moved from the proposed guidelines to the policy statement with a modification (highlighted in bold): 
*The determination of a P&S position being designated as at-will is the responsibility of the applicable Senior Vice President or President. The decision to make a position exempt from certain P&S Policies shall be made in consultation with University Human Resources (UHR)*;

It is moved, That these changes include additional clarification to be added to the following statement in the guidelines document (highlighted in bold): 
Senior vice presidents and the president are expected shall consider the following factors when determining whether to designate a position as exempt from certain P&S policies;

It is moved, That these changes include modification to the following statement in the guidelines document: 
*For persons in the administrative specialist classifications, Does the position provide administrative support to, and have significant delegated authority from a major divisional leader that serves in an at-will capacity?*

It is moved, That changes include additional clarification to be added to the following statement in the guidelines document (highlighted in bold): 
*When it is determined that a vacant position should be at-will and exempt from P&S policies, the position will be advertised with the language: “This position serves at the pleasure of university administration and is exempt from certain P&S policies.”*

It is moved, That changes include additional clarification to be added to the following statement in the guidelines document (highlighted in bold): 
*When a designated position is considered for reclassification as at-will, the supervisor will communicate this with the employee prior to reclassification, and after approval from UHR and the respective SVP/President; and*
It is moved, That the Professional and Scientific Council recommends these changes stated above and, with those changes, endorses the policy revision with supporting guidelines for Fall 2014 implementation.

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