Student Employment, 10.10 Policy Revision
Summary of Changes
Policy Effective January 3, 2021

Summary of Substantive Changes

- The only student employee with academic appointments will be Graduate Teaching Associates.
- Creates enhanced and efficient reporting and tracking on academic staff and faculty.
- Academic appointments will end when the teaching period concludes.
- Implements a common start date (Monday at the beginning of a bi-weekly pay period with exceptions for peak hiring.)
- Implements a termination review for inactive employees.

Individual Substantive Changes

Policy (Page 1)
- No substantial changes.

Definitions (Page 1)
- Adds definitions: common start date, enrolled, full-time equivalency, international student, student employee, and unit.

Policy Details (Page 2)
- Adds that student employees will be hired utilizing common start dates.

Procedure (Pages 3-4)
- Added Procedure section to set forth responsibilities for unit leadership and Employee and Labor Relations. (Procedure I, pp. 3-4)

Responsibilities (Page 4)
- Updates the table to reflect the responsibilities of offices or positions as required by the policy.

Resources (Page 4-5)
- Lists all resources.

Contacts (Page 5)
- Lists all offices referred to in the policy and their contact information. Adds HR Connection contact information.