

Severance Pay

FT_BO_HR_35

Responsible Officer

Chris Ronk

Responsible Office

Human Resources

Approving Body

Board of Trustees

Approval Date

2019-01

Last Revision

2019-01

Re-evaluation Date

2021

Departmental Impact

Academics

Policy Statement

A Staff member who is leaving the University must meet with a member of the Business Office to determine the final date for employment and any holiday and/or PTO that may be due.

Policy Procedures

These final payments will be in accordance with those other pertinent sections of the Staff Handbook. The final pay will be given at the nearest payday following the termination date.