7.75-A Flowchart of Procedures to Determine Eligibility for Rehire Status (See Rule 7.75 fka 4.30.30)

Abbreviation Key: AE = Affected Employee; HRS = Human Resource Services; ELR = Employee & Labor Relations

Staff Employees (Including Temporary and Student Employees):

- VP, Dean, or Equivalent Leader submit documentation to HRS-ELR in support of request for determination of ineligibility
- If HRS-ELR concurs, it notifies AE of intent to deem ineligible for rehire in one of 3 ways: 1. as part of notice of intent to terminate admin proceeding; 2. during exit interview; or 3. subsequent to AE separation via certified and regular, first class mail
- AE has 30 days from receipt of supporting documentation to submit a rebuttal to HRS-ELR for consideration
- Within 30 days from receipt of the rebuttal, the Asst. VP HRS issues a final decision on behalf of the University

Faculty, GAs, TAs, & Post-Docs:

- VP, Dean, or Equivalent Leader submit documentation to HRS-ELR in support of request for determination of ineligibility
- If HRS-ELR concurs, it notifies AE of intent to deem ineligible for rehire in one of 3 ways: 1. as part of notice of intent to terminate admin proceeding; 2. during exit interview; or 3. subsequent to AE separation via certified and regular, first class mail
- AE has 30 days to submit a rebuttal to proposed determination of ineligibility
- Within 30 days, from receipt of the rebuttal, the EVP/Provost issues a final decision on behalf of the University.