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MOTION: That the Faculty Assembly endorse the following recommendations for staff termination policy, to be sent as a memo to the President.

HISTORY: The first paragraph of the memo describes the concerns of faculty related to abrupt terminations of staff, some long-time Salve employees. As a community which seeks to treat every individual with dignity, it appears to us that these policies run counter to our Mission Statement.

Memo

To: Sr. Therese Antone, President

From: Executive Committee of the Faculty Assembly

Re: Staff Termination policies

Date: October 2007

In recent weeks several faculty members have contacted the Executive Committee and expressed their concerns to us about long serving staff members who were abruptly terminated. After examining the policies at some of the other institutions on our FACSB peer list, we would like to offer the following recommendations:

a) that staff who are to be terminated be given a notice period so as to prepare for this transition. (some schools specify 30 days in their staff handbooks; all note, however, that no notice is given in cases of employee misconduct)

b) that a good faith effort be made to transfer the employee to a comparable position in the institution.

c) that staff members be provided with a severance package according to their years of service. (A copy of Merrimack College severance policy for staff and administration is attached.)

We think that these changes would be well received by all employees of the University and would be very much in keeping with our mission commitments.