



Policy No. 6.011
Northwest Louisiana Technical College

Employment Relationship

Original Adoption: February 10, 2008
Effective Date: February 10, 2008
Last Revision: June 12, 2014

Northwest Louisiana Technical College (NWLTC) invests in the development of a successful relationship with each employee. The Employment Relationship policy outlines the parameters of each employer-employee relationship.

This policy covers all classified, unclassified, tenured faculty and non-tenured faculty and the parameters for each employment relationship. Staff employees are non-faculty classified and unclassified employees.

Scope and Applicability

This policy covers all classified, unclassified, tenured faculty and non-tenured faculty and the parameters for each employment relationship. Staff employees are non-faculty classified and unclassified employees.

Authority to Authorize/Approve

The NWLTC Director is responsible for instituting action that ensures tenured-faculty (and nontenured faculty) members are reviewed for renewal purposes each year. Unless an appointment has a temporary or fixed term, notice of non-renewal for probationary appointments must be issued to faculty employees prior to expiration. Louisiana Technical College and the Louisiana Community and Technical College System (LCTCS) Board of Supervisors have the right to approve or deny reappointment of faculty employees.

General Provisions

Classified Staff -The employer-employee relationship is governed by Civil Service Rules.

Unclassified Staff -The employer-employee relationship is considered at-will. These employees occupy administrative positions for the NWLTC; which are not classified and not faculty. The NWLTC or the respective employee can terminate the employment relationship without notice.

Non-Tenured Faculty -The employer-employee relationship is based upon appointment. Nontenured faculty may be terminated for cause.

Tenured Faculty -The employer-employee relationship is based upon appointment and the vesting. Tenured faculty may be terminated for cause.

Limitations

All employment relationships can result in the separation or termination of employment.

Unclassified NWLTC employees are considered at-will with no contract or guarantee of employment. Either party may terminate relationship at any time with or without cause and with or without notice. All employment relationships can result in separation or termination of employment.

Non-tenured faculty appointments carry no assurance of reappointment, promotion or tenure. Reappointment rights are solely based on the discretion of the institutions with Board approval. Non-reappointment does not necessarily depict the faculty members's performance. In certain cases, the NWLTC reappoints based on review of specific conditions in connectino with the position or department.

Non-tenured faculty terminations for cause such as discharge, termination of contract or demotion shall result because of adverse behavior/actions related to an infraction of law, policy and procedure, common practice that negatively impact the efficiency of the institution. Advance notice is not required for termination

Policy Reference: Louisiana Technical College Procedure No. HR1930.523
LCTCS Policy #6.016 Employment Relationship for All Employees
State Civil Service Rules

Approved:



Dianne Clark
Interim Director