

LAYOFF AND RECALL

1

2 **Section 1.** Layoff is defined as a separation from university employment due to a reduction in
3 force or a reduction in a department for financial reasons. Layoff shall not reflect discredit on a
4 student worker.

5

6 **Section 2.** The order of layoff will be based on seniority. If two or more student workers have
7 the same hire date, layoffs shall be by birth date. A layoff shall be implemented by providing the
8 Union with as much written notice of separation as possible, but no less than thirty (30) days
9 before the effective date of the layoff, stating the reasons for the layoff.

10

11 **Section 3.** A student worker who is laid off shall be given first priority for any University job they
12 apply to that they are qualified for.

13

14 ~~**Section 1. Notice of Layoff.** In the event of a layoff, the university shall provide employees with
15 at least seven (7) calendar days' notice prior to the effective date of the layoff. ¶~~

16 ~~**Section 2. Criteria.** The university may consider factors including, but not limited to, operational
17 needs, skillset, seniority, and performance, when determining which employee(s) to lay off. ¶~~

18 ~~**Section 3.** The decision to lay off an employee is not grievable under GRIEVANCES ARTICLE.~~