



## At-Will Employment

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### Scope

All managerial/professional, office/service, and non-academic administrative positions at the University of Nebraska at Omaha (UNO).

### Policy Statement

Unless otherwise expressly stated in a written appointment to a position or in a written contract of employment duly approved and executed by UNO, all non-faculty employees including but not limited to office/service and managerial/professional employees, are considered employees at will with a voluntary employment.

Either UNO or the employee may terminate the employment relationship at any time, with or without cause, as long as the reason is nondiscriminatory or unlawful, upon giving the proper advance notice.

Accordingly, the Bylaws of the Board of Regents of the University of Nebraska stipulate under 4.4.1 that a "Special Appointment" [managerial and non-academic administrative positions] may be terminated by either party giving the other at least 90 days' notice of the date of termination." Office/Service (hourly paid) employees are entitled to a two-week notice.

Termination of employment should not occur under this policy without consultation and approval from Human Resources.

### Reason for Policy

To define at-will employment at UNO and establish that employment at UNO is voluntary under these policy terms.

### Related Information

The Bylaws of the Board of Regents of the University of Nebraska, to wit:

- 3.5 Terms and Conditions of Employment for the Office and Service Staff
- 4.4 Types of Appointments: Professional Staff
- 4.4.1 Special Appointments
- 4.4.2 Appointments for a Specific Term
- 4.4.3 Continuous Appointment
- 4.4.4 Applicability of Academic Freedom and Responsibility

## [Employee Policy Manual, Termination of Employment, 2.0](#)

### History

This policy was developed and approved prior to the implementation of the campus policy development and approval process approved by the Chancellor's Cabinet in October 2015. This draft is a proposed revision of that policy (current policy found [here](#)).