

STOCKTON UNIVERSITY



PROCEDURE

Disciplinary Matters for Managerial Employees

Procedure Administrator: Associate Vice President for Human Resources
Authority: N.J.S.A. 2C:51-2, N.J.S.A. 18A:3B-6, N.J.S.A. 52A:14B-1 et. seq., and N.J.A.C. 1:1-1.1 et. seq.
Effective Date: May 30, 2009; December 20, 2010; August 29, 2022
Index Cross-References: Policy VI-26: Disciplinary Matters
Procedure File Number: 6220
Approved By: Dr. Harvey Kesselman, President

A. Managerial Employees are at-will and serve at the pleasure of the University. Due to the high-level nature of the positions they hold, Managerial Employees are held to a higher-standard of conduct, and the expectation is that they will not engage in conduct that warrants disciplinary action. All Managerial Employees are advised of their at-will employment status in the employee handbook.

Employee conduct warranting corrective action short of termination. Rehabilitation is a possibility, prior to termination.

1. Non-Disciplinary Corrective Action: The University retains the right to impose non-disciplinary action to correct what the University considers to be low-level performance deficiencies through remedial measures, including but not limited to the following:

- a. Verbal training or verbal counseling,
- b. Written training or written counseling,
- c. Mentorship,
- d. Formal training and/or instruction. All corrective actions shall be acknowledged by the Employee, and shall be noted in the employee's performance evaluation and personnel file.

2. Performance Improvement Plan (PIP): The University retains the right to place a Managerial Employee on a performance

improvement plan (PIP). T