

HIGHLAND COMMUNITY COLLEGE
GENERAL PERSONNEL POLICY

SUBJECT: Employment At-Will

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BOARD OF TRUSTEE APPROVAL: December 17, 2024 EFFECTIVE DATE: December 18, 2024

Employment with Highland Community College is at will. This means employment is for an indefinite period of time and is subject to termination by an employee or Highland Community College, with or without cause, with or without notice, at any time unless an employee has a signed, written contract approved by majority vote of the Board of Trustees in public session.

Except for the President with approval of the Board of Trustees, no employee or representative of Highland Community College has authority to enter into any written or oral agreement, express or implied, which modifies the at-will nature of employment at the College.

No contract of employment with Highland Community College will be valid unless it contains the name of the employee who would be benefited/obligated by the contract, salary information, and/or terms and conditions of employment.

This policy may not be modified by statements contained in any employee handbook, faculty handbook, adjunct handbook, or any other employee handbooks, employment applications, recruiting materials, or other materials provided to applicants and employees in connection with their employment or posted by the College. None of these documents, whether singly or in combination, create an express or implied contract of employment for a definite period or concerning any terms or conditions of employment.

Completion of any probationary period or attainment of regular employment status does not change an employee's status as an employee-at-will or in any way restrict the College's rights to change or end the terms and conditions of employment. Faculty employment is subject to the Faculty Negotiated Agreement.