



Terms and Conditions of Appointment

Reconditioning Staff Member

I. Time Commitment

- a. The Reconditioning Staff positions are an academic year appointment starting one week prior to the opening of the residence halls in the fall semester through the closing of the residence halls in the spring semester. The appointments may be renewed for a subsequent academic year upon successful completion of position responsibilities as determined by the Office of Residence Life.
- b. Staff members will work between 10 hours and 20 hours on the average week. No student will work more than 20 hours per week except during specified break periods.
- c. Staff members are expected to work their scheduled shift.
- d. Staff members will be required to attend all scheduled training sessions in addition to all other scheduled meetings as determined by the supervisor and/or the Office of Residence Life.

II. Academic Standards

- a. All Reconditioning Staff candidates must have at least a 2.00 cumulative GPA to apply and gain employment. Cumulative GPAs will be verified during the hiring process.
- b. Once hired, staff members must maintain a 2.00 semester GPA. Semester GPAs will be verified each semester.
- c. If during employment the semester GPA falls between a 1.70 and a 2.0, the Recon Staff member will be placed on Academic Notice. If a 2.0 semester is not achieved the following semester, s/he faces loss of position.
- d. The Office of Residence Life will permit only one (1) semester of Academic Notice during the course of employment.
- e. Any semester GPA that falls below a 1.50 may result in immediate loss of position.

III. Disciplinary Standards

- a. All Reconditioning Staff candidates must be in good student conduct standing with the university.
- b. Some disciplinary charges may remove candidates from the application process. All student conduct records, past and present, will be reviewed and candidate will be notified of status.
- c. On-campus or off-campus conduct deemed inappropriate for a university staff member which includes violations of the Residence Life Living Guide, the Student Code of Conduct, and/or other University policies may result in termination.

IV. Remuneration

- a. Hourly wage beginning at \$8.65.

V. Termination

The Reconditioning Staff position is an at-will position. Either the Recon Staff or the University can terminate employment at any time, with or without cause. Certain actions will most likely result in termination include but are not limited to:

- a. Failure of a staff member to carry out responsibilities and/or terms and conditions of his/her appointment.
- b. On-campus or off-campus conduct deemed inappropriate for a university staff member, which includes violations of Residence Life, the Student Code of Conduct, and/or other University policies.