

Involuntary Termination

In addition to the situations previously described, an employee will be subject to discharge if his/her work or behavior is, in the College's sole judgment, unnecessary, unacceptable or unsatisfactory. Any severance pay is at the discretion of the College. Pay for vacation and wages earned to date of termination will be granted and added to the final paycheck.

There may be times when conditions at the College no longer require the continuation of a particular position. If this happens, an attempt will be made to find another suitable position for the employee. If no other suitable position is available, two weeks notice will be given. Pay for two weeks may be given in lieu of notice if the College prefers.

In case of termination or involuntary separation (discharge), or if there is a permanent reduction in our work force, insurance will be affected as follows:

- All medical and life insurance will continue until the last day of your employment. Extension is possible for medical insurance coverage only under group rates according to terms of the federally mandated COBRA rules. See the Human Resources Office for full details.
- Long term disability insurance will cease on the final day of active employment.