

Applicability: All Employee Classes	Effective Date: March 12, 2006	Approved By Signature on file Anthony J. Catanese, President	Page: 1 of 1
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A. POLICY

Employees are appointed to an employee class based upon established parameters of each employee class. Specifically, all employees assigned to an employee class have the following in common: salaried (exempt) or hourly (non-exempt) status; vacation leave accrual schedule; holiday schedule; benefit eligibility; and full or part-time status.

B. DEFINITIONS

The following employee classes are defined for the university. All employees must be assigned to a defined employee class, and no employee may be assigned to more than one employee class:

Employee Class Title	Employee Class Code
Executive	01
Professional and Food Service Full-Time	02
Professional, Research Professional and 12-Month Faculty Part-Time.....	03
Hourly Full-Time.....	04
Hourly Part-Time.....	05
Faculty—12 Month Full-Time.....	06
Faculty—9 Month Full-Time.....	07
Faculty—9 Month Part-Time.....	08
Salaried—Less Than 12 Months Full-Time.....	09
Hourly—9 Month Full-Time	10
Hourly—9 Month Part-Time	11
Research Professional Full-Time.....	16
Temporary Full-Time	18
Temporary Part-Time	19
College Work-Study	20
College Roll.....	21
Graduate Student Assistant.....	22
Adjunct Faculty	62