



University of North Alabama

Staff Handbook

Introduction

About This Handbook

The Staff Handbook is designed for use by University of North Alabama staff employees, specifically. University policies that apply to both faculty and staff are contained in the [Employee Policy Manual & Handbook](#).

This handbook is intended to provide policies and information relevant to employment with the University as a staff member. As such, it does not constitute or reflect a contract of employment. The information contained herein supersedes all previous staff and/or service handbooks and is subject to change and/or interpretation at the discretion of the University, in accordance with procedures established by the Board of Trustees. University policies and procedures, which may be updated and approved subsequent to the publication of this document, will be reflected on this website as soon as is administratively possible and will take precedence over the contents of this handbook.

The University values your input and suggestions with regard to your work environment. Please feel free to communicate them to your supervisor, the [Office of Human Resources](#), or to the appropriate shared governance committee or representative.

Shared Governance

The University of North Alabama engages in a shared governance system. According to the [University's Shared Governance Document](#), "Shared governance is a means of university management in which each chief group in the University community participates in decision making. Shared governance includes mutual participation in the development of policy and decisions in the areas of strategic and budget planning, faculty and staff welfare, selection and retention of academic and administrative officers, campus planning and development, and organizational accountability."

Staff Senate

The mission of the University of North Alabama Staff Senate is to act as a forum and advocate for university staff employees by providing leadership and guidance on issues which affect compensation, benefits, quality of work life, fulfillment of overall university goals and objectives, and providing an education environment which promotes the growth and improvement of higher education at the University of North Alabama. For more information about Staff Senate, including indication of your interest in serving, please refer to the [Staff Senate website](#).

At Will Employment

University of North Alabama staff positions carry "at will" employment status. This means that the term of employment is indefinite and that an individual's employment and compensation can be terminated with or without cause at any time at the option of either the University or the employee. Further, no manager or representative of the University of North Alabama, other than the President, the Provost, and the Associate Vice President for Human Resources, has any authority to enter into any agreement affecting the terms and conditions of employment.