



POLICY RESOURCES

Human resources services are provided to Marshall University Research Corporation by Marshall University Human Resource Services
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Applies to:	Marshall University Research Corporation (MURC)
Title:	Employment Categories
Number:	3
Effective Date:	10/01/06
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The following are the categories of employment utilized at the Marshall University Research Corporation (MURC):

Full-Time: Full-Time positions are those that are established at the level of MURC's full-time schedule which is 37.5 hours per week and that are expected to last more than one year subject to acceptable work performance and the continuation of grant funding. Generally persons in this category of employment are eligible for employment benefits subject to the terms, conditions, and limitations of each benefit component.

Part-Time A: Part-Time A positions are those that are established at 20 hours per week or greater but less than full-time and that are expected to last more than one year subject to acceptable work performance and the continuation of grant funding. An employee in Part-Time – A status is eligible for certain employment fringe benefits according to the number of hours per week at which appointed and method of payment. The policies and procedures on the employment benefit components provide information about what levels of appointed hours per week are necessary for particular benefits.

Part-Time B: Part-Time B positions are those that are established at less than 20 hours per week and that are expected to last more than one year subject to acceptable work performance and the continuation of grant funding. An employee in Part-Time B status receives legally-required benefits, such as Social Security coverage and workers' compensation insurance coverage, but is not eligible for MURC's other employment benefits.

Temporary: Temporary employees are those who are hired to temporarily supplement the workforce, to serve as interim replacements, and/or to assist in the completion of specific projects and whose appointments are not expected to last beyond one year. Temporary appointments are intended to be of limited duration. However, no circumstance in which a Temporary appointment extends beyond one year implies any change in employment status. Temporary employees retain that status until and unless notified in writing of a change. Temporary employees receive all legally-mandated benefits, such as Social Security and workers' compensation insurance, but they are ineligible for MURC's other employment benefits. Rates of compensation for persons appointed in Temporary status are reviewed by the human resource services provider and require approval by MURC's management.

The employment categories discussed above do not imply or guarantee employment for any specified period of time.

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