

<b>Policies of the University of North Texas Health Science Center</b>	<b>Chapter 05 Human Resources</b>
<b>05.301 Employee Categories</b>	

Policy Statement:

Employees of the University of North Texas Health Science Center shall be allocated to one of four categories as defined below.

Except as otherwise stated, the personnel policies and procedures contained in this manual are applicable to all categories of employees.

Application of Policy.

Faculty and Staff

Definitions.

1. **Faculty Positions:** This category includes the incumbents of all positions having significant instructional or academic administrative responsibilities.
2. **Administrative Professional (Non-Classified) Positions:** This category includes the incumbents of those positions which satisfy all of the following:(a) have significant responsibility for directing or assisting in directing a major functional segment; (b) have recommending authority to hire, discipline, and dismiss personnel; and (c) the position is in a large department in which the incumbent has considerable budgetary responsibility including formulation and disbursement.
3. **Classified Positions:** This category includes all staff positions which do not entail significant instructional or executive responsibilities.
4. **Student Positions:** This category includes incumbents of those positions that require student status as a condition of employment.

Procedures and Responsibilities:

None

References and Cross-references:

None

Forms and Tools:

None

Approved: 9/01/2006

Effective: 9/01/2006

Revised: