

ARTICLE 13 - PROBATIONARY EMPLOYEES

A. Probationary Period

1. All career employees shall serve a probationary period of six (6) calendar months of continuous service (actual work) at one-half time or more without a break in service. Employees who are rehired following a break in service shall serve a new probationary period whether or not they previously completed a probationary period. A career employee who has successfully completed a probationary period who is transferred, promoted or reclassified into this collective bargaining unit shall not serve an additional probationary period.
2. At the sole discretion of the University, an employee's probationary period may be extended. Such an extension shall be for a specific period of time not to exceed three (3) months.

At least seven (7) calendar days prior to the extension, the employee and AFSCME shall be informed in writing of the reason(s) for and the period of the extension.

B. Release During Probationary Period

Any time prior to the completion of the probationary period an employee may be released for any reason at the sole discretion of the University and without recourse to the Grievance or Arbitration Procedure(s) of this Agreement.

C. Probationary Period Credit

An employee who converts from limited appointment to a career appointment, shall serve a probationary period in accordance with the following: A converted employee who has worked in the same job prior to the conversion

will have such time in that position applied against their probationary period. For the purposes of this provision, “same job” means a job in the same department/unit and with the same supervisor. A converted employee, who has worked in a “substantially similar job” prior to the conversion, shall be credited with corresponding service time not to exceed (3) months service credit towards completion of the probationary period in the new career position.