Article 7, Probationary Period

SECTION 2. SIX MONTH PROBATIONARY PERIOD A probationary period of six (6) months shall be served by every employee hired in any continuing or Temporary posted position on an original appointment, promotion, or demotion, and shall be successfully completed before the employee can be given a continuing appointment. A probationary period of three (3) months shall be served by every employee hired in any promotion or demotion. A probationary period of employment of six (6) months shall be served by an employee who transfers 1) in the same class between Collegiate/Administrative Units or 2) to a different class.

Should an employee be promoted, including a promotion by reclassification, from a position in which s/he is serving probation to a position in a higher classification in the same department prior to completion of the probation, and the employee subsequently passes probation in the higher class, the employee shall be also considered to have passed probation in the class from which s/he was promoted.

SECTION 3. FOUR MONTH PROBATION A two (2) four (24) month probationary period shall be required of an employee who has already passed probation in that class in the following situations:

A. If the employee transfers or bumps to a class in which s/he has previously passed probation but in a different Department in the same Collegiate/Administrative Unit.

B. If the employee is rehired from the layoff list to a class in which s/he has previously passed probation but not in the rehiring Department.