

2.0 Kentucky Community and Technical College System Employment

With the establishment of the Kentucky Community and Technical College System through the *Kentucky Postsecondary Education Improvement Act of 1997* (in sections of KRS Chapter 164), KCTCS is authorized to employ individuals in furtherance of its mission. The KCTCS President is authorized to promulgate administrative procedures to implement this policy.

2.0.1 Employment Status Categories

2.0.1.1 Employment Status Categories For Employees Appointed Prior to July 1, 2009

Employment status determines an employee's right to continued employment with KCTCS. Based on the process by which the faculty or staff member is employed, the employee has a designated employment status, and/or the right to earn a designated employment status.

KCTCS recognizes seven (7) employment status categories:

A. Faculty Tenured Employment Status

The Board of Regents may grant tenure to faculty upon recommendation by the President of KCTCS and the Chancellor. Tenure for faculty when granted by the Board of Regents in accordance with the Kentucky Community and Technical College System procedures shall be in KCTCS and not at the individual educational unit of the KCTCS colleges. Faculty members who have earned tenure under UKCCS or KCTCS have tenured employment status at KCTCS. The terms of employment are specified in the faculty member's contract.

B. Faculty Tenure-Track Employment Status

Faculty members working to earn tenured employment status while in a tenure-track (tenure-eligible) position are issued a tenure-track contract and have tenure-track employment status at KCTCS. The terms of employment are specified in the faculty member's contract.

C. Term Contract Employment Status

Faculty who are employed in a non-tenure-track position are issued a term contract. Regular full-time faculty have term contract employment status.

Regular full-time faculty may be offered a series of employment contracts with varying lengths over a long term association with KCTCS. Employment terms are as follows:

Years of Service	Contract Length
0-3	1 year or less
4-6	1 or 2 years
7+	1, 2, 3, or 4 years

Exceptions to these specified faculty employment terms must be approved in advance by the KCTCS President.

Regular full-time staff may be issued a term contract and have term contract employment status.

Faculty and staff who are employed through a term contract are not eligible to earn KCTCS continued employment status and are subject to the employment terms specified in their contract.

D. Continued Employment Status

Prior to July 1, 2003, newly hired regular status non-contract faculty earned “continued employment status” under the KCTCS personnel system after the Introductory Period was satisfactorily completed. Regular status non-contract staff earn “continued employment status” under the KCTCS personnel system after the Introductory Period is satisfactorily completed. Former UKCCS non-contract staff who exercise the one-time option into the KCTCS personnel system are granted continued employment status.

E. Continuing Employment Status

Former 151B faculty and staff who earned “continuing employment status” under KRS Chapter 151B retain continuing employment status following their transfer to KCTCS under KRS 164.5805, including those who exercise the one-time option into the KCTCS personnel system.

F. “Status” Employment Status

Former 18A staff who earned “status” employment status under KRS Chapter 18A retain “status” employment status following their transfer to KCTCS under KRS 164.5805, including those who exercise the one-time option into the KCTCS personnel system.

G. “At Will” Employment Status

Temporary status contract and non-contract employees shall have “at will” employment status. Regular status less than full-time contract and non-contract employees who are hired on or after July 1, 2004, shall have “at will” employment status. Former UKCCS contract and non-contract staff retain their employment “at will” status following their transfer to KCTCS under KRS 164.5807. For employees under the KCTCS personnel system who are subject to the Introductory Period, they have “at will” employment status during the course of the Introductory Period.

2.0.1.2 Employment Status Categories For Employees Appointed Effective On Or After July 1, 2009

Employment status determines an employee's right to continued employment with KCTCS. Based on the process by which the faculty or staff member is employed, the employee has a designated employment status.

KCTCS recognizes two (2) employment status categories:

A. Term Contract Employment Status

Regular full-time faculty and staff shall be issued a term contract and have term contract employment status.

Regular full-time faculty and staff may be offered a series of employment contracts with varying lengths over a long term association with KCTCS. Employment terms are as follows:

Years of Service	Contract Length
0-3	1 year or less
4-6	1 or 2 years
7+	1, 2, 3, or 4 years

Exceptions to these specified employment terms must be approved in advance by the KCTCS President.

Faculty and staff who are employed through a term contract are subject to the employment terms specified in their contract.

B. "At Will" Employment Status

Temporary faculty and staff (contract and non-contract) shall have "at will" employment status. Regular less than full-time faculty and staff shall have "at will" employment status.

2.0.2 Employee Rights

Employees hired after the establishment of KCTCS are governed by the KCTCS personnel system rules. Employees who were transferred to KCTCS pursuant to KRS Chapter 164 are referred to in KCTCS policies and procedures as “former UKCCS employees” and “former KRS 151B/18A employees,” respectively. Former UKCCS employees transferred to KCTCS pursuant to KRS 164.5807 retain coverage under the personnel rules in the University of Kentucky administrative regulations. Former UKCCS employees with tenure shall retain their tenure. Former 151B/18A employees retain coverage under the applicable personnel rules in Titles 101 and 780 of the Kentucky Administrative Regulations that were in effect on June 30, 1998, and adopted by the KCTCS Board of Regents pursuant to KRS 164.5805(1)(e). Former 151B employees with “continuing employment status” shall retain their “continuing employment status.” Former 18A employees with “status” as their employment status shall retain their “status.” These transferred employees have the right to exercise a one-time option into the KCTCS personnel system. All employee grievances and appeals shall be under the rules provided by the KCTCS policies and procedures.

KCTCS employees under the University of Kentucky administrative regulations who accept other positions in any KCTCS college after June 29, 2001, retain coverage under University of Kentucky administrative regulations until they elect to be covered by the KCTCS personnel system. Former Cabinet for Workforce Development employees who accept other positions in any KCTCS college after June 29, 2001, retain coverage under applicable provisions of Titles 101 and 780 of the Kentucky Administrative Regulations that were in effect on June 30, 1998, until they elect to be covered by the KCTCS personnel system. The employee’s option into the KCTCS personnel system shall be in writing and may be exercised at any time to be made effective on the first day of the applicable pay period. Positions in the KCTCS System Office shall be positions under the KCTCS personnel system; therefore, employees who choose to accept KCTCS System Office positions shall be governed by KCTCS personnel system policies.

No one other than the KCTCS Board of Regents may alter or modify Board policies. No one other than the KCTCS President may alter or modify administrative policies and procedures. Any alteration or modification of policies must be in writing.

<u>4-30-99</u>	<u>3-13-09</u>	<u>4-30-99; 6-29-01; 5-14-04; 3-13-09</u>
Date Approved by KCTCS Board of Regents	Date of Last Review	Date of Last Revision <i>(Include all dates in chronological order)</i>
<u>(SIGNED)</u>	<u>3-13-09</u>	<u>(SIGNED)</u> <u>3-13-09</u>
Chair, Board of Regents	Date	President, KCTCS Date