



Napa Valley College District Auxiliary Services Foundation (DAS)

Human Resources Policies and Procedures

AO 7105 At-Will Employment

I. PURPOSE

To reaffirm Napa Valley College District Auxiliary Services (DAS) policy of at-will employment.

II. SCOPE

This procedure applies to all Napa Valley College District Auxiliary Services (DAS) employees.

III. POLICY

All DAS employees serve at the will of Napa Valley College District Auxiliary Services (DAS), which may terminate the employment of any employee regardless of employment status or tenure with DAS. DAS employment is for an indefinite period of time and it is subject to termination by you or DAS, with or without cause, with or without notice, and at any time.

Nothing in this policy or any other policy of DAS shall be interpreted to be in conflict with or to eliminate or modify in any way, the at will employment status of DAS employees.

IV. PROCEDURE

A. Information regarding at-will employment should be included in all DAS recruitment and selection documents.

B. As part of new employee orientation, employees should complete a document acknowledging their understanding of at-will employment by DAS.

C. Information on "at-will employment" should be referenced in all DAS Employee Handbooks.

Adopted 2/26/19