

EMPLOYEE HANDBOOK

2.0 EMPLOYMENT POLICIES AND PRACTICES

2.1 Employment Definitions

Adjunct Faculty: A faculty member who is employed on a part-time contract on a semester-by-semester basis for specified classes or services and whose teaching load and faculty responsibilities over the course of an academic semester constitute less than that of full time faculty members. Adjunct faculty positions do not include all of the duties of regular faculty members. Adjunct faculty are not eligible for benefits.

Administrator: An employee whose job duties allow him or her to meet certain criteria to be "exempt" from state and federal minimum wage, overtime, and certain record-keeping requirements. Administrators typically fall into the "executives, managers, or supervisors" or "administrative employees" categories set forth by federal and Oregon wage and hour laws. As such, they are not eligible for overtime pay.

Annualized Salary: Salaries of employees who work less than full time may be stated as "annualized" in order to compare them with salaries of employees that work 40 hours per week for 12 months of the year. An annualized salary is obtained by dividing the actual salary by the employee's FTE. Example: A .75-FTE employee's actual salary of \$22,500 is a \$30,000 annualized salary.

Employment at Will: Employment at will means either an employee or the university is free to conclude the employment relationship at any time, with or without notice, with or without cause, and the employment relationship is not for any specified period of time. Oregon is an "at-will" state, so employees not employed on contracts are "at will."

Exempt: The legal classification for employees who are paid a salary and are not subject to (are exempt from) state and federal minimum-wage, overtime, and some record-keeping requirements. Certain criteria, including the types of job duties performed, have to be met to properly classify an employee as exempt. At the university, administrators and faculty are exempt employees.

Faculty: An employee who is employed on a faculty contract. Like an administrator, a faculty member is exempt from state and federal wage and hour laws. Faculty meet the state and federal definitions of "professional employee."

Full-Time Employee: Any support staff or administrator regularly scheduled to work 40 hours per week for 12 months of the year and whose total scheduled hours are 2,080 hours during the fiscal year. These scheduled hours include paid vacation, sick leave, and holiday hours. A full-time faculty member is one with an assigned workload of at least 24 credit hours during the academic year.

Marriott Employee Manual

Daniela Niemeyer



Marriott Employee Manual:

Labor Relations Reference Manual ,2002 Vols 9 17 include decisions of the War Labor Board **Labor Cases** ,1996 A full text reporter of decisions rendered by federal and state courts throughout the United States on federal and state labor problems with case table and topical index Fair Employment Practice Cases ,1994 With case table *Official Manual of the State of Missouri* ,1957 Preparing a Personnel Policy Manual Child Welfare League of America,1991 Learn how to create or update a child welfare agency personnel manual This guide contains current laws related to personnel policy and gives general recommendations regarding compensation reimbursement benefits and employer employee relations relevant to the workplace Includes sample personnel policies where appropriate **BNA's Americans with Disabilities Act Manual** ,2008 **Hospitality Law** ,1998 Employee and Union Member Guide to Labor Law ,1981 *Handbook of Marketing Research Methodologies for Hospitality and Tourism* Ronald A. Nykiel,2007-08-13 Discover the bridge between theory and applied research in the hospitality industry The success of marketing programs is dependent on the knowledge of the trends in the marketplace Handbook of Marketing Research Methodologies for Hospitality and Tourism is a comprehensive guide that clearly explains analyzing markets utilizing qualitative and quantitative research methodologies applying findings to market development and marketing strategies for the hospitality industry The text contains detailed outlines and case studies of several types of research including feasibility studies market assessment studies and site selection studies Numerous graphic examples and presentation techniques are provided to bridge between theory and applied research with ease Handbook of Marketing Research Methodologies for Hospitality and Tourism clearly details all in a single volume the application of research methodology to the real world as well as showing how to effectively communicate findings and recommendations This resource provides dozens of case examples and close attention to clearly explaining all facets of market analysis Part one discusses research and methodologies including primary and secondary data and integrative research Part two explores market analysis and assessment including marketing assessment for development planning and assessing focal points and intuitive techniques The third part helps the reader apply their learned research into strategies The final section explains market analysis planning and communications including preparing a research based business review and the effective presentation of research findings The text provides appendixes of essential data and a helpful glossary of terms Topics in Handbook of Marketing Research Methodologies for Hospitality and Tourism include qualitative market analysis techniques and applications quantitative market research and analysis techniques and applications approaches to organized site selection studies market studies and project feasibility studies identification of the processes and sources for key market data for projects markets and sites presentation and communication techniques and strategies for market analysis and research findings the relationship of market analysis and research to marketing and development strategy selection and more Handbook of Marketing Research Methodologies for Hospitality and Tourism is a

perfect resource for upper level undergraduate students and graduate students in hospitality colleges and schools hotel and restaurant development and market research personnel in hospitality corporations and market research firms serving the hospitality industry *Labor Relations Reference Manual, Court Opinions, Volume 108* ,1982 The Cultural Defense

Alison Dundes Renteln,2005 Publisher s description In a trial in California Navajo defendants argue that using the hallucinogen peyote to achieve spiritual exaltation is protected by the Constitution s free exercise of religion clause trumping the states right to regulate them An Ibo man from Nigeria sues Pan American World Airways for transporting his mother s corpse in a cloth sack Her arrival for the funeral face down in a burlap bag signifies death by suicide according to the customs of her Ibo kin and brings great shame to the son In Los Angeles two Cambodian men are prosecuted for attempting to eat a four month old puppy The immigrants lawyers argue that the men were following their own national customs and do not realize their conduct is offensive to American sensibilities What is the just decision in each case When cultural practices come into conflict with the law is it legitimate to take culture into account Is there room in modern legal systems for a cultural defense In this remarkable book Alison Dundes Renteln amasses hundreds of cases from the U S and around the world in which cultural issues take center stage from the mundane to the bizarre from drugs to death Though cultural practices vary dramatically Renteln demonstrates that there are discernible patterns to the cultural arguments used in the courtroom The regularities she uncovers offer judges a starting point for creating a body of law that takes culture into account Renteln contends that a systematic treatment of culture in law is not only possible but ultimately more equitable A just pluralistic society requires a legal system that can assess diverse motivations and can recognize the key role that culture plays in influencing human behavior The inclusion of evidence of cultural background is necessary for the fair hearing of a case Retail Security Policy Manual Kenneth R. Grover,1992 A practical discussion of current retail security issues with sample policies and forms Includes practical sample policies which allow any manager or business owner to develop a complete Security Policy Manual for his her business **Labor Relations Reference Manual The Law of Labor Relations Including Court Opinions, and Descisions of the National Labor Relations Board** ,1980 *Mergent Company Archives Manual* ,2003 **Moody's Manual of Railroads and Corporation Securities** ,1921 **Moody's Manual of Railroads and Corporation Securities. Government, State and Municipal Supplement** ,1921 **West's Federal Supplement** ,1998 *Models of Worker-job Matching, Rules Vs. Discretion, and Employee Training Vs. Labor Mobility* James Kenneth Lavin,1999 Individual Employment Rights Cases ,2008 **Current Biography Yearbook** ,1973

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