

## 32.02 Discipline and Dismissal of Employees

Revised [May 29, 2025](#) (MO -2025)  
Next Scheduled Review: May 29, 2030  
Click to view [Revision History](#).



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### Policy Summary

The discipline and/or dismissal of any The Texas A&M University System (System) employee will be in accordance with System policies and regulations.

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### Regulation

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#### 1. AT-WILL EMPLOYMENT FOR ALL NONFACULTY EMPLOYEES

All nonfaculty positions (including administrative appointments held by faculty members) in the System are “at will,” meaning that any nonfaculty employee may be dismissed from employment with or without cause.<sup>1</sup> Any such dismissal must be in compliance with federal and state law.

#### 2. DISCIPLINE AND DISMISSAL

- 2.1 Subject to section 1 of this policy, all employees may be dismissed for cause at any time. Discipline and dismissal of a faculty member will be in accordance with applicable System policies.
- 2.2 Except as provided in System Policy *01.03, Appointing Power and Terms and Conditions of Employment*, and section 1 of this policy, an employee may be subject to disciplinary action, up to and including dismissal, upon a finding that the employee’s job performance or conduct falls below expected or required standards.
- 2.3 To the extent not addressed in System policy, the chancellor will establish regulations to determine when disciplinary action or dismissal may be imposed under section 2.2 of this policy.

#### 3. WRITTEN NOTICE

All notifications to employees regarding disciplinary actions, including the term of any designation as Not Eligible for Rehire, must be in writing and include notice of applicable appeal procedures. Copies of these written notifications must be maintained in the employee’s official personnel file.

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<sup>1</sup> This reference excludes a nonfaculty system employee having a written employment contract entered in accordance with System Policy 25.07, *Contract Administration*.

#### 4. NOT ELIGIBLE FOR REHIRE

As the result of a written finding of serious misconduct substantiated by an investigation, an employee or former employee may be designated as Not Eligible for Rehire in Workday for a specified term of not less than five years. The member who designates a former employee as Not Eligible for Rehire is responsible for removing the designation in Workday at the end of the specified term. Serious misconduct includes, but is not limited to, sexual harassment, research misconduct, fraud, and violations of law such as theft, violence or threat of violence in the workplace.

A designation of Not Eligible for Rehire will disqualify a former employee from being (a) employed or retained by any System member including as an independent contractor, consultant or volunteer, or (b) assigned to perform work for a member while an employee of a business entity for the duration of the specified term. Any former employee acting as an independent contractor, consultant, or volunteer must disclose their designation of Not Eligible for Rehire to the member for whom they are proposing to perform work. A business entity employing a former member employee designated as Not Eligible for Rehire is responsible for ensuring that its employee is not involved in any work for the System. Members must include a clause to this effect in all solicitations and agreements. (See the Contract Management Handbook).

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### **Related Statutes, Policies, or Requirements**

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[System Policy 01.03, Appointing Power and Terms and Conditions of Employment](#)

[System Policy 12.01, Academic Freedom, Responsibility and Tenure](#)

[System Policy 12.07, Fixed Term Academic Professional Track Faculty](#)

[System Policy 25.07, Contract Administration](#)

[System Policy 32.01, Employee Complaint and Appeal Procedures](#)

[Contract Management Handbook](#)

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### **Member Rule Requirements**

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A rule is not required to supplement this policy.

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### **Contact Office**

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Human Resources  
(979) 458-6169