

Termination Workflow

Termination Reason Descriptions

M-Pathways				
Action	Action Description	Reason	Termination Reason Description	Description
TER	Termination	TTF	Another Position Elsewhere	Faculty/staff member acquired position elsewhere.
TER	Termination	TTT	Appointment Completed	Faculty/staff member has completed the term of appointment.
TER	Termination	END	Appointment Ended	Termination of faculty member following completion of an appointment for a specified period of time.
TER	Termination	TTS	Appointment Not Renewed	Termination of faculty member following completion of an appointment for a specified period of time after which the appointing department will not renew the appointment again. Not normally used for non-instructional staff.
TER	Termination	THX	Career Opportunity	Resigned due to other career opportunity.
TER	Termination	DEA	Deceased	Termination because the faculty/staff member is deceased, Date of Death must include the month, day, and year of death.
TER	Termination	TTY	Declined Appointment	Faculty/staff member decided not to accept a previously accepted employment invitation at this institution prior to its beginning.
TER	Termination	TTP	Discharged	Staff member is terminated from employment by decision of the University. Normally used after staff member has committed an act of misconduct or insubordination after which employment cannot be continued.
TER	Termination	TAX	Dissatisfied With Salary	Faculty/staff member resigned because he/she is dissatisfied with his/her salary.
TER	Termination	TTN	End Of Recall Rights	Termination following completion of Layoff Period. Layoff - Also known as a Reduction in Force (RIF) is a period of time granted to faculty/staff members in good standing who are employed in organizational units which cannot continue their appointment (due to reasons such as: lack of funds, lack of work, a reorganization resulting in the elimination of a position) in order to find a new position within the University or outside employment.
TER	Termination	TDX	Expectations Not Met	Unable to perform requirements of job duties.

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TER	Termination	TTI	Family Responsibility	Resigned because of inability to maintain employment relationship due to family circumstances beyond control which require time and attention.
TER	Termination	TTM	Funds Exhausted	Terminated following RIF because of lack of funds.
TER	Termination	TJX	Future Plans Unknown	Resigned from The University for unknown reasons.
TER	Termination	TTD	No Return From A Leave	Termination of faculty/staff member following completion of Leave of Absence due to non-return, after notification that leave is expiring.
TER	Termination	TTL	Post Retirement Appointment	Appointment following retirement, as approved by the Regents, has been completed. Not normally used for non-instructional staff.
TER	Termination	TTR	Probationary Period Discharge	Staff member is terminated from employment during probationary period.
TER	Termination	TTJ	Quit Without Notice	Terminated without giving any notice or proper notice to department. Proper notice is defined as not less than two weeks.
TER	Termination	TBX	Relocation	Faculty/staff member resigned because he/she is moving away.
TER	Termination	TTH	Returning To School	Resigned in order to continue or return to school.
TER	Termination	TTG	Schooling Completed	Resigned due to completion of schooling, normally at this institution.
TER	Termination	TT2	Suitable Job Declined	RIF faculty/staff member terminated because he/she refused to accept a job offer that met the criteria of "suitable" according to the Standard Practice Guide.
TER	Termination	TRX	Transportation Difficulty	Unable to acquire reliable transportation.
TER	Termination	TFX	Work Schedule	Resigned due to work schedule issues.