

AUTHENTICATED, OHIO LEGISLATIVE SERVICE COMMISSION DOCUMENT #288214

## Ohio Administrative Code

Rule 3361:30-19-01 Conduct and discipline: policy.

Effective: January 29, 2018

The following rule applies to all employees, except hose whose terms and conditions of employment are governed by a separate written employment contract or collective bargaining agreement.

(A) The university of Cincinnati expects all employees to conduct themselves in a manner that reflects favorably on the university. The president or his/her designee shall establish written guidelines governing employee conduct, grounds for disciplinary action and the disciplinary procedures. These guidelines shall be set forth in the "Human Resources Conduct Policy." Failure to comply with these guidelines will be cause for disciplinary action including termination of employment.

(B) Except in the case of an offense justifying the immediate removal of an employee, the university of Cincinnati promotes the philosophy of progressive discipline which provides the employee the opportunity to understand a problem and the corrective action necessary to improve identified deficiencies.