

University of Northern Colorado
Human Resources Administrative Policy

New Hire Terms of Employment Negotiation
HR003

Scope:

For new faculty, professional administrative, and classified hires, certain terms of employment, such as salary, benefits, and other conditions of employment, shall be determined by the University of Northern Colorado Human Resources Department in accordance with the applicable collective bargaining agreement.

- o The “Lump Sum Payment Form” and the procedure for “Moving Expense Reimbursement Instructions” should be given to the new hire to review and fill out.
- o The “Lump Sum Payment Form” should be filled out by the new employee