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UNCLASSIFIED EMPLOYEES (EXCLUDING ADMINISTRATIVE OFFICERS) AND ALL CLASSIFIED EMPLOYEES.

5.1 Employment.

5.11 Hiring. The Board authorizes the President of the Component to hire all unclassified staff employees (exclusive of administrative officers), all classified staff employees, and other non-faculty personnel who are paid on a monthly or hourly basis. The employment of unclassified staff employees is subject to ratification by the Chancellor and the Board of Regents. All employees hired under the authority of this *Subsection* shall serve without a fixed term and at the pleasure of the President.

5.111 All hiring shall be made on the basis of merit. The President of the Component may investigate the character, integrity, scholastic attainment, and other qualifications of prospective employees before hiring them or before exercising any delegated authority for hiring them.

5.112 As provided in the *Constitution of the State of Texas, Article I, Section 4*, and by statute, no religious qualification shall be required for

appointment to any office or position connected with the System or any Component thereof.

5.113 There shall be full compliance with statutory provisions requiring notification to employees.

5.114 Each Component may require a pre-employment, post-offer physical examination of applicants to be employed in regular positions if the physical examination is required of all applicants for a particular job position. ■ Examinations for those applicants whose duties will require the handling of food will be administered in accordance with the *Americans with Disabilities Act* and the regulations adopted pursuant to the Act. ■ Each Component may use the results of physical examinations to make job decisions in compliance with the Act and its regulations. ■ The physical examinations may be made at the health center of the Component at which the applicant will be employed. ■ If such center does not exist, the physical examination will be performed by qualified medical personnel approved by the Component. The expense of the examination will be paid by the Component. ■ Reports of the physical examinations shall be retained as confidential medical records and treated in accordance with the Act and its regulations.

5.12 Salaries. The salary of each employee covered by *Subsection 5.11* of this *Chapter* shall be set by the President of the Component, subject to confirmation by the Chancellor and the Board of Regents and in accordance with the approved budgets.

5.2 Terminations. The President of each Component shall have the authority to terminate at any time the employment of any employee covered by *Subsection 5.11* of this *Chapter* subject to review by the Chancellor and the Board of Regents.

5.3 Absences. The President of each Component shall adopt policies and guidelines covering the authorized absences for all personnel covered by *Section 5* of this *Chapter*. Such policies and guidelines shall be in accordance with the provisions of current statutes and these *Rules and Regulations* (see *Subsection 2.51* of this *Chapter*).

5.4 Outside Employment. The provisions and conditions for outside employment by all classified and unclassified staff employees, including administrative officers, shall be the same as those established for faculty members under *Subsection 4.83* of this *Chapter*.

5.5 Acceptance of Money from Students. Administrative and staff employees shall not, without previous and special written approval of the