TABLE OF CONTENTS

	PAGE
INTRODUCTION	1
INSTITUTIONAL BACKGROUND	
DEPARTMENT OF CRIMINAL JUSTICE	
CENTER FOR CRIMINAL JUSTICE RESEARCH	
EMPLOYMENT ISSUES	4
ATTENDANCE/ABSENCE REPORTING	
STUDENT EMPLOYMENT POLICY	
WEEKLY TIME SHEETS AND SUMMARIES	
BILLING HOURS	
SEXUAL HARASSMENT	
STUDENT/NON-STUDENT STATUS	
PERFORMANCE REVIEW	
INTERPERSONAL CONFLICT RESOLUTION	
DISCIPLINARY PROCESS	
GENERAL POLICIES	11
FOOD	
LAPTOPS & OTHER MOBILE EQUIPMENT	
FIELD DATA COLLECTION	
INJURY DURING CENTER WORK	
STAFF JACKETS	
SUPPLIES	
PHOTOCOPYING	
TASK LISTS	
TELEPHONE	
JOB CLASSIFICATION	
THE IDEAL STAFF MEMBER	
DRESS CODE	
VOLUNTEER POLICY	
MISCONDUCT IN RESEARCH & AUTHORSHIP	
FOUNDATION	
CONFIDENTIALITY	18
COMPUTER ACCESS	10
DATA PRIVACY	
PASSWORDS	
SECURITY	
VISITORS	
COMMUNICATIONS OUTSIDE THE CENTER	
COMMUNICATIONS OUTSIDE THE CENTER	
PUBLICATIONS/REPRESENTATION	20
CONFERENCES	
PUBLICATIONS	
REPRESENTATION	