

ADMINISTRATIVE RULES

Title: POSITION DISCONTINUANCE AND STAFF TRANSITION	Identification: 6HX-10-3.11
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	Effective Date: 6/15/05
Authority: SBE 6A-14.0261 FS 1001.64; 1001.65	Signature/Approval: Dr. Gwendolyn W. Stephenson

PURPOSE

This administrative rule establishes College policy for discontinuance of employee positions and staff transition, as needed.

RULE

The College, as a publicly-funded entity, must review administrative functions and academic programs to address changing demands, new opportunities for improvement and increased need to enhance the quality and efficiency of administrative functions and academic programs. Faculty and staff positions may be discontinued or modified, as needed, when it is determined that a reduction in the workforce is necessary or positions should be eliminated or changed as a result of a reorganization. Discontinuance under this rule does not apply to resignation, retirement or termination due to disciplinary or performance issues.

The President will develop a position discontinuation and staff transition plan, as needed, for review and approval by the Board. Further, the President will develop procedural guidelines to address position discontinuation and staff transition as a reduction in force, which will include notice to all impacted personnel. Those employees covered by collective bargaining agreements should follow any applicable provision concerning reduction in force.

History:

Adopted: 9/21/71; Amended: 12/18/74, 9/17/80; 5/20/87; 9/21/94
Formerly: 6HX-10-2.040