



BROWARD COMMUNITY COLLEGE

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Office of the president

To: Members of the Board of Trustees

From: J. David Armstrong Jr., President

Date: October 11, 2007

Place: Regular Meeting of the Board of Trustees
Broward Community College
Boardroom 1208, Building 33
Willis Holcombe Center
111 East Las Olas Boulevard
Fort Lauderdale

Subject: Agenda Item -- Human Resources Policies & Procedures

IV (a) Criteria for Assignment of Rank for Instructional Personnel, 6Hx2-3.03
No substantive changes are proposed in this policy revision. Language has been reviewed for consistency with the Collective Bargaining Agreement with the United Faculty of Florida (UFF).

IV (b) Employee Separation & Exit Interview, 6Hx2-3.13 & A6Hx2-3.13
These policy revisions seek to improve retention at the College by collecting qualitative data from separating employees. In addition, the policy establishes standard procedures for return of College property when employees separate from the College.

V (a) Crisis Communication – Pulled

V (b) Recruitment & Selection, & Assignment of Personnel, 6Hx2-3.02 & A6Hx2-3.02
These policy revisions will benefit the College by ensuring consistency in the implementation of applicable federal and state requirements relating to the recruitment and hiring process for faculty, administrators and professional technical staff. In addition, the policy now ensures the establishment of search committees for all full-time Professional Technical positions. The policy changes support Goal 2 of the Education Master Plan and its strategic objective of responding directly to the current and projected racial, ethnic, and income patterns in Broward County.

V (c) Loyalty Oath, Security Background Checks, & Fingerprinting of Employees, 6Hx2-3.06 & A6Hx2-3.06

This policy establishes the needed background check and loyalty oath requirements for employment with the College.

