

Policy Manual



Title: Reduction in Force	Number: 6Hx2-3.30
Legal Authority: Fla. Statutes §1004.64, 1004.65	Page: 1 of 1

GENERAL STATEMENT

Should the Board have to choose from among its personnel as to which should be retained, such reductions shall be based on objective, reasonable, and non-discriminatory standards which (1) shall not be arbitrary or capricious and (2) shall not deprive employees of other rights conferred by the laws of the State of Florida or the United States.

THE POLICY and THE FACULTY and STAFF

Whenever the College is required to or does consolidate or reduce its program, the President shall recommend to the Board of Trustees, on the basis of the foregoing criteria, which College employees shall be retained for service at the College and which College employees shall be dismissed.

IMPLEMENTATION and OVERSIGHT

The decision of the Board shall not be controlled by any previous contracted relationship. The decision of the Board shall be final. The President is authorized to issue procedures concerning reduction in force of non-bargaining unit College employees.

Employees in Bargaining Units. Reductions in force for employees in bargaining units shall be determined in accordance with contract provisions. The senior academic official (the Provost and/or Vice President for Academic Affairs) or the senior operations official (the Chief Operating Officer) and the Office of General Counsel must be consulted with respect to any proposed reduction in force, and prior to the implementation of any proposed reduction in force.

VIOLATION OF POLICY

Policy violations and appeals shall be investigated by the Associate Vice President of Human Resources and Equity and/or his/her designee.

DEFINITIONS

Reduction in Force - means termination of employment due to a shortage of funds or work, or a material change in the duties or organization of an agency, including the outsourcing or privatization of an activity or function previously performed by College employees.

History: Issued as Policy 3.43 on December 16, 1986; revised and re-numbered on May 21, 1997, revised on September 25, 2012; revised February 26, 2019

**Approved by the
Board of Trustees**

Date:
02/26/19

President's Signature

Date:
02/26/19