



412 POLICY - Recommendations of Re-Employment

412.1 Statement of Policy

All employees of Redlands Community College shall be employed pursuant to written contracts of employment or notices of position assignment, which shall specify the position of employment, the compensation, and the term or duration. All contracts of employment are subject to approval of the President. Prior to expiration of each fiscal year, all employees shall be considered for re-employment in the subsequent fiscal year. The President shall report to the board at every regular board meeting, any terminations, renewals, non-renewals and hires of full-time personnel.

Adopted 1980

Revised February 2001

Revised March 2014

Revised December 2018



412 PROCEDURE - Recommendations of Re-Employment

412.1:1 Recommendations of Re-Employment

In the last meeting of the calendar year, the Chair of the Board of Regents shall present to the Board of Regents a recommendation regarding re-employment of the President, as needed. Recommendations on re-employment of staff reporting to the direct reports to the President shall be submitted to the President by the beginning of April of each year. The President will notify all direct reports to the President on their recommendations on re-employment by the beginning of April each year.

412.1:2 Notification

Recommendations regarding re-employment shall be given to the affected employees as soon as possible, prior to expiration of the current fiscal year. Employment contracts will be prepared and distributed for acceptance and approval at the beginning of each fiscal year. Notice of action taken by the President regarding any termination, renewals, non-renewals and new hires or job changes of full time personnel shall be reported to the Board of Regents at the next regularly scheduled board meeting, following those actions.

Adopted 1980
Revised February 2011
Revised March 2014
Revised January 2015