

3354:1-43-04.1 Reduction in force procedure for non-bargaining employees.

- (A) In accordance with the College's assignment and reduction in force of non-bargaining employees policy, the President or the President's designee may initiate a reduction in force.
- (B) Whenever practical, the College will give impacted employees two months advance notice of a reduction in force and will notify the employees' supervisors in advance of notifying the impacted employees.
- (C) The Office of Human Resources will oversee the delivery of any assistance the College may choose to provide to administrative and support staff employees displaced as a result of a reduction in force program.
- (D) This procedure does not apply to employees covered by the College's collective bargaining contracts.
- (E) The President or the President's designee shall take all steps necessary and appropriate for the implementation of this procedure.

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Procedure amplifies: 3354:1-43-04

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Certification

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Date

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