

AGENDA ITEM 10.b

New Board Policy No.6035 Rehire Eligibility

RECOMMENDED DIRECTIVE: The board hereby approves the new Board Policy No. 6036 Rehire Eligibility.

DISCUSSION:

Board Policy No.6035 is created to meet gaps in current hiring policies and procedures. While the college maintains campus sites on all the four FSM States, employee mobility in the college is possible. However, it becomes a problem when an employee is terminated from the college at one campus site and applies at another site. The committee or hiring supervisor may unknowingly recommend/hire the individual but if the grounds for the termination are such that the individual is a violent and a risk to be around students, the individual maybe hired back and it becomes worse if that individual later assaults a student because the college is aware of the risk and terminated him/her and then hire them back. Though this is an extreme example, it clarifies the need for this policy.

In the policy, classifications of reasons for leaving the college are organized to guide the general hiring of full time and part time of returning employees anywhere in the college at any time. Also established is the classification of eligibility for rehire while requiring a supervisor to complete a recommendation form to be field in the personnel file of a departing employee and such document and including the personnel file will be used in the consultation and consideration of the hire back of a former employee.

With this policy, ad hoc committees for both full time and part time positions will have a formal process to access information on former employees who are applying for jobs at any of the campus sites. Consistency of application is stronger when the expectations and standards are made clear and in writing, such that of this policy. The procedures that already approved by EC provides the step by step guides for hiring and access and use of the information.

Desired outcome of the recommendation

With the new policy and procedures, hiring practices and quality can only be improved. Also to be improved is the consistency of application across the campus sites to ensure eligible former employees are hired back as they qualify and suitable for specific positions.

Approval process followed

The new policy was reviewed and endorsed through the established governance structure.

HRC

EC

Proposed implementation date

It is recommended that the effective date shall be the date the board approves these policies.

ACTION TAKEN: VOTE:

_____ Approved as presented _____ aye _____ nay _____ abstain

_____ Approved w/ modifications

_____ Disapproved

_____ Deferred to a later meeting DATE: _____