



Pima County Community College District Board Policy

<i>Board Policy Title:</i>	Personnel Governance and Policy for College Employees
<i>Board Policy Number:</i>	BP 1.25
<i>Adoption Date:</i>	2/17/82
<i>Schedule for Review & Update:</i>	Every three years
<i>Review Date(s):</i>	12/5/14, 10/11/16, 11/17/17
<i>Revision Date(s):</i>	9/13/00, 10/11/16, 11/17/17, 1/10/18
<i>Sponsoring Unit/Department:</i>	Chancellor / Human Resources
<i>Legal Reference:</i>	
<i>Cross Reference:</i>	

The Board delegates to the Chancellor responsibility to develop, implement, and maintain Administrative Procedures and personnel policies/handbooks governing employment with Pima Community College. No Administrative Procedure or personnel policy/handbook may limit or supersede the Board's authority.

The Board values employee input into the decision-making processes of the College. The Board expects management and employees to work toward mutual agreement, guided by the College's vision, mission and strategic goals, and seek input and feedback from employees in an inclusive and systematic manner. Accordingly, the Board recognizes employee representative groups to provide input for the development and revision of personnel Administrative Procedures and policies/handbooks directly and substantially related to wages, salaries and working conditions in a structured Meet and Confer process. Duly elected representative groups will continue to be invited to provide input related to the above to the Board.

Representative groups shall be elected through a fair and open process to represent

- Full-time regular classified employees – non-exempt;
- Full-time regular classified employees – exempt;

- Full-time regular instructional and educational support faculty.
(see AP 1.25.02 — [*pending*])

The Chancellor and All Employee Representative Council (see AP 1.25.01) shall report to the Board on the Meet and Confer process on a regular basis, at least annually.