

<b>Title</b>	: <b>Procedures for Termination or Non-Renewal of Full-Time Faculty and Staff due to Consolidation, Reorganization or Reduction of College Programs</b>	
<b>Number</b>	:	<b>4670.01</b>
<b>Approved</b>	:	<b>11/15/21</b>
<b>Reference</b>	:	<b>GCCCD 6230.01</b>

If, after careful study of the total staff, it is deemed necessary to decrease the number of full-time employees because of consolidation, reorganization or reduction of College programs, the following criteria in the order listed will be utilized in determining which employees are retained.

1. Capacity to Meet Educational Needs of Community
  - A. Evidence of responsiveness to community educational needs as identified by the College.
  - B. Evidence of initiative in defining and/or fulfilling community educational needs.
2. Professional Effectiveness
  - A. Execution of responsibilities as specifically assigned by the institution.
  - B. Quality and/or degree of performance as measured by published institutional criteria.
  - C. Demonstrates the ability to facilitate the learning process.
3. Compatibility
  - A. Supports published goals, objectives, and philosophy of the College.
  - B. Assumes additional responsibilities through personal initiative and/or reasonable requests.
  - C. Demonstrates ability to relate satisfactorily to students.
  - D. Demonstrates ability to work with peers and supervisory personnel.
  - E. Demonstrates ability to operate within department/College policies.
4. Character
  - A. Interacts honestly and frankly with students and peers.
  - B. Abides by published code of ethics as established by the College.
5. Educational Qualifications
  - A. Degree of professional preparation.
  - B. Work experience specifically appropriate to level and field.
  - C. Related work experience.
  - D. Evidence of continued professional growth.
  - E. Ability to function well in more than one field.
6. Seniority

If it is deemed that two or more employees are equally qualified in the above criteria, then length of employment in the GCCCD shall also be utilized as one of the criteria.

A minimum of thirty (30) days written notice of non-renewal shall be given to full-time staff and no later than two (2) months prior to the end of the semester for full-time faculty.

