



## Pima County Community College District Board Policy

<i>Board Policy Title:</i>	<b>Personnel Governance and Policy for College Employees</b>
<i>Board Policy Number:</i>	BP 1.25
<i>Adoption Date:</i>	2/17/82
<i>Schedule for Review &amp; Update:</i>	Every three years
<i>Review Date(s):</i>	12/5/14, 10/11/16, 11/17/17, 2/14/24
<i>Revision Date(s):</i>	9/13/00, 10/11/16, 11/17/17, 1/10/18, 2/14/24
<i>Sponsoring Unit/Department:</i>	Chancellor / Human Resources
<i>Legal Reference:</i>	
<i>Cross Reference:</i>	

The Pima Community College District Governing Board (“the Board”) recognizes the value of employment policies that benefit students, community, and staff. The Board recognizes Employee Representative Groups to provide input for the development and revision of personnel policies, Board Policies, Administrative Procedures, and handbooks that are directly and substantially related to compensation and working conditions through a formally structured Meet and Confer process. Representative groups shall be elected through a fair and open process described in AP 1.25.02 to represent:

- Full-time regular classified employees – non-exempt;
- Full-time regular classified employees – exempt;
- Full-time regular instructional and educational support faculty.
- Adjunct faculty

The Board values employee expertise and encourages all employees to participate in the Meet and Confer process through the All Employee Representative Council (AERC) (see AP 1.25.01). 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.

Management, in conjunction with the Chancellor, shall have the full authority to meet and confer with the AERC on personnel-related policy and procedures. The Chancellor, Employee Representative Groups, and AERC shall report to the Board on the Meet and Confer process on a regular basis, at least annually. Policies on which agreement has been reached will go to the Board as information items.

When agreement cannot be reached, multiple policy recommendations with justification will be presented by the appropriate AERC and Management representatives to the Board.

The Board may discuss the proposals with representatives, give direction to representatives to continue to attempt to reach consensus, and/or make a final decision.

The Board shall review and approve employee salary schedules annually.