



Blue Mountain Community College *Administrative Procedure*

Procedure Title: Layoff and Recall of Staff
Procedure Number: 03-2005-0016
Board Policy Reference: IV.B.

Accountable Administrator: President
Position responsible for updating: Director Human Resources
Original Date: 12-16-05
Date Approved by Cabinet: 01-31-06
Authorizing Signature: *Signed original on file*
Dated: 01-31-06
Date Posted on Web: 07-15-09
Revised: 07-09
Reviewed: 07-13

Purpose/Principle/Definitions:

When the Board of Education determines that a layoff of staff is necessary, it will discuss the matter at a regular or special Board meeting and will consider such factors and alternatives that it deems necessary to arrive at a decision. Layoff may take place under the following conditions:

1. Reductions in revenue that necessitate discontinuance or reduction of an educational program;
2. Elimination of classes due to decreased student enrollment;
3. Reduction in courses due to administrative decisions;
4. Other reasons as determined by the Board.

The President will develop administrative regulations for layoff/recall of staff consistent with any applicable collective bargaining agreement.

Legal References:

ORS 341.290 (1), (2)
ORS 341.541