

Glendale Community College District

7228

Board Policy

INTERIM/RELIEF/SUBSTITUTE/INTERMITTENT EMPLOYEES

- A. The Board of Trustees may delegate the authority to the Superintendent/ President or his/her designee to approve interim, relief, substitute and intermittent assignments when necessary.
- B. An employee/non-employee may be assigned to a permanent position as an “interim employee” pending testing who has otherwise met the minimum qualifications for such position.
- C. Interim assignments shall be less than six months in any one fiscal year.
- D. Relief assignments shall be less than 1000 hours in any one fiscal year.
- E. Substitute assignments shall be made to replace a permanent employee while on leave.
- F. Intermittent assignments shall be made on a periodic basis.

Adopted: 4/15/91

Reviewed: 1/13/17; 8/28/20

Renumbered from Board Policy 4221: 2/2/15