

Glendale Community College

7365

Board Policy

CLASSIFIED EMPLOYEE DISCIPLINE

- A. It is the policy of the District that employee discipline, when deemed necessary, has as its primary purpose, improvement of employee performance/behavior, and to that purpose the principle of progressive discipline shall be applied whenever possible.
- B. Permanent employees shall be subject to disciplinary action for cause only. The Board's determination of the sufficiency of the cause for disciplinary action shall be final and conclusive.
- C. Discipline is defined as action by the District against an employee for an infraction of District policies, rules, or regulations. Such action includes, but is not limited to:
1. suspension without pay;
 2. demotion to a lower class in which qualified;
 3. reduction of pay step within class; and/or
 4. dismissal
- D. Persons Authorized to Impose Personnel Action
The Superintendent/President or his designee may impose personnel action against an employee. Causes for disciplinary action against a permanent employee are identified in Administrative Regulation 7365. Causes for disciplinary action against a permanent classified management, confidential or unrepresented employee are identified in Administrative Regulation 7368.

Reference:

- Education Code 88013
- California Administrative Code, Title 5
- CSEA Collective Bargaining Agreement, Article XVII

Adopted: 5/20/91

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

Revised: 3/17/03

Renumbered from Board Policy 4218: 2/2/15