



Policy

Policy Title: Employee Relationships
Policy Type: Board – Executive Limitations
Responsible: President
Related Policies: [B2000](#), [B2001](#), [B2002](#), [B2003](#)
Linked Procedures: None
Related Laws: None
Related Standards: None
HLC Criterion: 1C2, 1C3, 2A2, 3C, 5A, 5B

Number: B3001

Policy Statement

The President shall create and sustain an environment that supports the achievement of the Board's Strategic Outcomes. As such, the President shall create a workplace environment where employees feel safe and believe they are treated in a respectful, ethical, and equitable manner.

Without limiting the scope of the above statement by the following list, the President shall not:

1. Allow staff to be without current, enforced, written human resource policies that clarify expectations and working conditions, provide for effective handling of grievances, and protect against wrongful conditions.
 - o Permit staff to be without adequate protection from harassment and bias.
 - o Permit staff to be uninformed of the performance standards by which they will be assessed.
2. Fail to take appropriate action when the President becomes aware of any violation of law, collective bargaining agreement, or any College policy.
3. Retaliate against any staff member for non-disruptive expression of dissent.
4. Allow staff to be unprepared to deal with emergency situations.
5. Permit staff to be without reasonable opportunity for professional growth and development.
6. Fail to submit a monthly Human Resource action report.
7. Fail to submit an annual Human Resource monitoring report that addresses the policy outcomes identified.

| Change Log | | Governance Unit: Board of Trustees |
|------------|--|------------------------------------|
| Date | Description of Change | |
| 03-07-22 | Initial Adoption | |
| 06-15-23 | Minor grammatical edits; Added monitoring expectations | |
| 04-18-24 | Board Reviewed, No Changes | |
| 04-17-25 | Board Reviewed, No Changes | |
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