

EASTERN WEST VIRGINIA COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS
POLICY No. BP- 5.6

TITLE: CLASSIFIED EMPLOYEES

SECTION 1. GENERAL

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| 1.1 | Scope | This policy applies to procedures related to Higher Education employees. |
| 1.2 | Authority | West Virginia Code Section 18B-1-6 and Higher Education Policy Commission Title 133 Procedural Rule Series 39. |
| 1.3 | Effective Date | July 17, 2003 |
| 1.4 | Repeal of Former Rule | Repeals and replaces Eastern West Virginia Community & Technical College Board of Governors Policy No. BP-5.6, effective September 5, 1996. |

SECTION 2 STATEMENT

It is the policy of the Eastern West Virginia Community & Technical College Board of Governors to adopt the Higher Education Policy Commission Series 39 rule regarding classified employees definitions of status, including part-time and temporary employees. Further, the Board adopts the Commissions rules regarding classified employees work schedules, appointment or promotion, probationary period, and compensatory/overtime provisions.

SECTION 3 DELEGATION of AUTHORITY

The President shall be responsible for establishing institutional regulations concerning work schedules of classified employees, as well as developing and administering probationary period performance evaluations.

BOARD OF GOVERNORS, CHAIR

July 17, 2003

DATE