



Date of Board Meeting: April 16, 2024

Subject: Alternative Summer Work Schedule

Recommendation: Approve an Alternative Summer Work Schedule for 12-Month Employees

Background and Rationale:

In 2023, the Board of Trustees approved a revised summer work schedule for the months of June and July for all twelve-month employees. The request is to approve the alternative summer work schedule for future summers until that schedule is revoked. The alternative summer schedule provides a gesture of appreciation for WCJC employees, offers a small perk for deserving employees, and helps promote an energized environment to start a fresh academic year.

The proposed alternative summer work schedule will be effective beginning the first full week in June and will end on the last Friday in July. Proposed hours of operation are:

- Monday – Thursday; 7:30am – 5:00pm (30-minute lunch break), and
- Friday; 7:30 – 11:30am

Since courses offered during the summer terms are only scheduled Monday through Thursday, the level of traffic on campus during the months of June and July is greatly diminished on Friday afternoons, as is the need for student activities and services. The majority of Gulf Coast Consortium community colleges are closed half or full days on Fridays, both during the summer and/or throughout the year. Although the College would be closed on Friday afternoons, this schedule maintains a 40-hour work week as required by College policy.

Cost and Budgetary Support: NA

Strategic Priority Alignment:

☐ Student Success

☐ Community Impact

☒ Resource Optimization

☐ Institutional Excellence

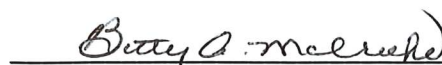
Resource Person(s): Vice Presidents Amanda Allen, Leigh Ann Collins, Bryce Kocian

Signatures:

 
Cabinet-Level Supervisor

3-25-24
Date

President's Approval:



President
POLICY DB (LOCAL)
08/01/2020

3-25-24
Date