

GDQA SUPPORT STAFF REDUCTION IN FORCE

If it is necessary to reduce the support staff of the District because of a reduction in District enrollment, a decline in course registration, or for other reasons, as determined by the Governing Board, it shall be the policy of the District to first consider attrition and call for volunteers to leave their positions before a reduction in force (RIF) is implemented. Then, further reductions will be based first upon longevity within the District. If longevity is equal, then the reduction would be based next on the District's performance evaluation system. If these factors are deemed equal, reduction will occur by lottery. A reduction in force may be District-wide or limited to particular departments, as determined by the Governing Board.

If it is necessary to hold a lottery for the purposes of staffing reductions or reappointments, the lottery will be jointly conducted by the administration and representatives of the support staff.

Prior notification to employees affected by a reduction in force will be made at the earliest practicable time.

In the event of an increase in required services or the reestablishment of services within a three-year period, reappointment of persons qualified for open positions will occur in inverse order to the layoffs accomplished pursuant to the factors set forth above.

Should a laid-off support employee be assigned to such a position for which the employee is qualified and refuse it, or fail to timely accept it, the Governing Board is not required to offer any other position and the employee shall be deemed to have resigned.

Adopted: June 12, 2018