

## **6Hx19-2.59 DISCIPLINARY ACTION**

The purpose of this Board Rule is to establish Board policy concerning the types of disciplinary actions supervisors may take towards employees due to violations of Federal, State, and College rules or regulations.

The District Board of Trustees authorizes the following types of disciplinary action against employees for violations of law, Rules of the State Board of Education, or Rules of the District Board of Trustees:

- a. Warning – verbal or written
- b. Reprimand – verbal or written
- c. Probation
- d. Transfer – position, office or campus
- e. Suspension with pay
- f. Suspension without pay
- g. Demotion
- h. Return to annual contract status
- i. Report to appropriate law enforcement agency
- j. Refer for rehabilitative service
- k. Termination

Nothing in this Rule is intended to require or imply a “progressive disciplinary” policy. The listing of types of discipline are for convenience only and are not intended to suggest the order in which discipline will be imposed nor shall any of the above be deemed a pre-requisite for harsher discipline.

Only the President or the District Board of Trustees, on recommendation of the President, may impose disciplinary action, except for oral warning or oral reprimand. The President is authorized to take final disciplinary action against non-contract personnel, to include termination.

Termination of employees under continuing contract, or return of such employees to annual contract, will be administered according to the provisions of District Board of Trustees Rule 6Hx19-2.23 *Dismissal, Return to Annual Contract - Continuing Contract Personnel*. Suspension or dismissal of any contract employee during the College year

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will be administered according to the provisions of Board Rule 6Hx19-2.24 *Criteria for Suspension or Dismissal of Employees*.

The President shall establish procedures for implementing this Policy. Such procedures shall, at a minimum, provide for a fair and impartial investigation of all allegations and/or recommendations for discipline beyond a warning or reprimand and shall provide for confidentiality of all proceedings.

Rule Adopted: 11/16/87; 1/16/90; 5/14/91; 10/21/97; 1/20/09

Effective Date: 11/16/87; 1/16/90; 5/14/91; 10/21/97; 1/20/09

Reviewed:

President's Administrative Leadership Team – Non-Substantive/Editorial: 11/05/18

Legal Authority:

General Authority: Florida Statutes: 1001.64; 1001.65;

Other References:

Law Implemented: Florida Statutes: 1001.64(1)(2)(4)(18)(43)(44);  
1001.65(1)(3)(16)(24);

Proposer: Timothy L. Beard, President