

NORTHEAST COMMUNITY COLLEGE POLICY MANUAL

SECTION 7– HUMAN RESOURCES SUBSECTION 70 – GENERAL

POLICY NUMBER: BP – 7020

VOLUNTARY SEPARATION PROGRAM

1. POLICY REASON/PURPOSE/INTENT

To establish a policy on the voluntary separation program.

2. DEFINITIONS

N/A

3. POLICY

3.1 The College provides a voluntary separation program for eligible employees to provide an incentive for early retirement from the College in accordance with the established college procedures that are in compliance with the Age Discrimination in Employment Act and the Older Workers Benefit Protection Act.

4. APPLICABILITY

N/A

EFFECTIVE DATE: 9/6/2016

ORIGINAL ADOPTION DATE: 12/07/1993 (item #6702)

REVISION DATE (AND BOARD OF GOVERNORS' MINUTES ITEM NUMBER): 07/14/1994
(item #6905); 06/10/2014 (item #11444); 9/6/2016 (item #11911)

PRIOR POLICY/PROCEDURE NUMBER: 2065

SCHEDULE FOR REVIEW: 2021

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Human Resources

SPONSORING DIVISION/DEPARTMENT: Human Resources

RESCINDED DATE: none

LEGAL REFERENCE: none

CROSS REFERENCE: none

PROCEDURE(S) FOR POLICY: AP-7020.0

RELATED POLICIES/REFERENCES: none

POLICY KEY WORDS: voluntary separation program, early retirement