

Palm Beach State College

Board Policy

TITLE	Dismissal	NUMBER 6Hx-18-5.68
LEGAL AUTHORITY	1001.64 FS, 1001.65 FS	PAGE 1 of 1
DATE ADOPTED/AMENDED	Readopted 2/27/75; Amended 6/28/1976, 8/21/1985, 9/27/1988, 6/19/2001, 5/12/2009	

At his discretion, the President or designee may terminate the employment of any non-contracted member of the College staff.

The employee shall be notified in a personal interview and in writing of the unsatisfactory nature of the employee's work or conduct. A notice or copy of the memo of the interview shall be sent to the individual's personnel file at the time of the interview or when the notice is served to the employee. Termination without notice may be made in cases involving gross misconduct or serious infractions of College policies, procedures, and/or regulations.

Reasons for dismissal may include but are not limited to:

1. Excessive tardiness, excessive absenteeism, and unexcused absenteeism.
2. Unacceptable work performance such as insufficient productivity or poor quality.
3. Insubordination or failure to follow supervisory instructions.
4. Violation of safety regulations.
5. Violation of College policies.
6. Falsification of time cards and official records.
7. Abuse, destruction, or unauthorized removal of school or personal property.
8. Abusive or profane language; disruptive behavior; fighting; harassing, threatening, or coercing another person or persons on campus.
9. Possession of alcohol, illegal drugs, or weapons on college property.
10. Gambling on college property.
11. Conduct in violation of Board Policies or any other rule of the College and District Board of Trustees.
12. Conduct in violation of federal or state laws, rules and regulations.

Recommendations for dismissal will be initiated by the supervisor and shall be approved by the President or a designee and the Executive Director of Human Resources.