

WESTERN NEBRASKA COMMUNITY COLLEGE

Western Community College Area Board of Governors' Policy

TITLE:	Discipline Policy
DIVISION:	Human Resources
CATEGORY:	Personnel
REFERENCE:	Nebraska Revised Statutes: §85-1511, §85-1528, §85-1529, §85-1532, §85-1534
NUMBER:	BP-426
APPROVAL/DATE:	F. Lynne Klemke, President, WCCA Board of Governors Date: October 5, 2022

Purpose

Establish a policy and guidance that ensures consistent and fair treatment related to disciplinary actions.

Scope

This policy applies to all Western Nebraska Community College employees.

Policy

Western Nebraska Community College expects all employees in the performance of their job duties to comply with the requirements of federal, state, and local laws and external regulatory entities and accreditors. In addition, WNCC expects all employees to be aware of and follow all established institutional policies and procedures to ensure the well-being of students, faculty, staff, and visitors and to support the productive and efficient operation of the College. There may be additional guidelines and expectations specific to a College department or division to which employees are also expected to adhere.

When employee behavior violates these expectations or otherwise falls below the level of acceptable conduct the College reasonably expects from its employees, the College will utilize a system of discipline designed to first modify and then provide the opportunity to correct the unacceptable behavior. However, there may be some instances where a higher level of discipline, including termination of employment, may result based on the legality, severity, and circumstances of a situation.

Procedures

The College President shall promulgate such procedures as may be necessary for the implementation of this policy.

Revising this Policy

This Board Policy supersedes any prior WNCC policy, procedure, guideline, or handbook on this subject matter.

If statutory provisions, regulatory guidance, or court interpretations change or conflict with this Board Policy, the Board retains the right to revise accordingly and for the changes to take effect immediately.

Adoption Date and Board of Governors' Minutes Item Number: 1996

Revision Date and Board of Governors' Minutes Item Number:

Prior Policy Number:

415.1500.79 Dismissal

450.0300.96 Discipline

Schedule for Review:

Divisions/Department Responsible for Review and Update: Human Resources

Sponsoring Division/Department: Human Resources

Repeal Date and Board of Governors' Minutes Item Number:

Cross Reference:

Procedure(s) for Policy:

AP-426 (Discipline Procedure)

Related Policies/References: