

McLennan Community College

POLICIES AND PROCEDURES

Reference:	F-V-n	Effective Date	11/26/2001
Subject:	Internal Transfers and Reassignments		
Source:	Board of Trustees		
Approval Authority:	Board of Trustees	Approval Date	11/26/2001
History:	Previously effective 11/26/2001, replaced policy dated 07/30/1996		
Remarks:	Policy updated to new format.		

To meet the needs of the College or as a result of the reorganization of a department(s), the president may authorize or direct the reassignment of duties and/or transfer of employees. The president will consult with the EEO Officer to review proposed changes. If a professional contract employee's responsibilities are changed during the term of the contract due to reassignment, transfer or reorganization, the president will timely notify the Board of Trustees.