



Policy Title Support Staff Longevity Policy	Original Adoption Date 07/01/2004	Policy Number HR-239
Responsible College Division/Department Human Resources	Responsible College Manager Title Director of Human Resources	
Policy Statement In order to encourage retention, the College rewards long term employment by adding a longevity percent to the employee's base rate. It is applicable to support staff and calculated on years of service as of 6/30 of the previous year. The Board reserves the right to increase/decrease or suspend this benefit at their discretion.		
Reason for Policy The College recognizes the importance of employee retention.		
Historical Data, Cross References and Legal Review Created/Adopted: 07/01/04 Reviewed/Revised: 7/1/06 Legal Reference: Cross Reference: Legal Counsel Review and Approval: Board Policy: III.A. General Executive Constraint, III.B. People Treatment, III.C. Compensation and Benefits		
Definitions		