

**BROOKDALE COMMUNITY COLLEGE  
BOARD POLICY**

**3.9001 Multi-Year Contracts for Administrative Staff**

**I. Title of Policy**

3.9001 Multi-Year Contracts for Administrative Staff

**II. Objective of Policy**

To authorize the President to develop a College Regulation governing the conditions under which multi-year contracts may be considered for administrative staff.

**III. Authority**

N.J.S.A. 18A:60-14

**IV. Policy Statement**

Administrative staff are exempt employees working in management positions. Administrative employees with more than five (5) academic years of employment within a period of any six (6) consecutive academic years as an administrative staff, may, at the sole discretion of the President, be recommended for multi-year contracts subject to the approval of the Board of Trustees.

Recommendations for multi-year contracts shall be based on written performance evaluations, and shall take into account the College's financial position and future personnel needs.

**V. Responsibility for Implementation**

President

Approved: Board of Trustees, 11/20/1975

Revised: 8/23/1979

Revised: 2/26/1981

Revised: 6/27/1996

Lodged: 9/25/2018

Approved: Board of Trustees, 10/23/2018

Approved: Board of Trustees, 11/25/2025