

**BROOKDALE COMMUNITY COLLEGE  
COLLEGE POLICY**

**3.3000 Employment Pending Board Approval**

**I. Title of Policy**

3.3000 Employment Pending Board Approval

**II. Objective of Policy**

The authority to appoint full-time personnel on a contingent basis pending Board approval shall be given to the President.

**III. Authority**

New Jersey Statutes: County Colleges, 18A:64A-1 et. seq; and Bylaws Section 1.3054.

**IV. Policy Statement**

The President is authorized to commence temporary employment of personnel, contingent on Board of Trustees approval at its next regularly scheduled meeting, whenever the President, in his/her sole discretion, deems such employment necessary for educationally sound reasons and/or the smooth and efficient operation of the College. Compensation for such employment shall be paid on a per diem rate consistent with the salary to be recommended to the Board. No offer of employment, letter of appointment, or benefits associated with full-time personnel shall become effective until the date of appointment by the Board of Trustees unless governed by law. Should the Board not approve the recommendation of full-time employment, the temporary employment relationship shall cease.

**V. Responsibility for Implementation**

President and Board of Trustees

Approved: 5/18/1970  
Revision Lodged: Board of Trustees, 11/14/2017  
Revised: Board of Trustees, 12/19/2017  
Approved: Board of Trustees, 2/28/2023