

BOARD POLICY SERIES NUMBER: 6065

TITLE: JURY DUTY/SUBPOENAS

PURPOSE

To encourage employees to fulfill their civic duty of jury service participation.

STATEMENT

The Board directs the President to develop Administrative Rules and procedures, which encourage and allow staff to access leave to serve on a jury, without impact to personal compensation. The Board further directs that such rules and policies should provide flexibility to avoid such service leading to significant negative impact to students or college operations.

DATE OF ADOPTION: 03/17/93

DATE(S) OF REVISION(S): 1/18/12; XX/XX/17

DATE OF LAST REVIEW: 1/18/12; XX/XX/17

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Deleted: To that end, employees will be allowed leave to serve on a jury, if summoned. ¶ Likewise, an employee subpoenaed on behalf of the college as a witness will be allowed leave from their position to testify.

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Deleted: Management / Exempt And Confidential Employees ¶ Employees will remain in pay status while serving on jury duty or testifying. Any compensation from the court will be turned over to the college. The employee may retain mileage reimbursement from the court. ¶

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REPRESENTED Employees ¶

The terms and conditions of jury duty/subpoenas for contracted faculty and classified employees are contained within each respective group's collective bargaining agreement. Failing such provisions, Board Policies and Administrative Rules shall apply. ¶