

- 3.3 Renewed Contracts shall be reviewed, revised and reissued annually by May 30th. Salary level may be revised after this date based upon receipt of state allocation for cost-of-living adjustments.

4.0 Non-Renewal Notice

- 4.1 Written notice of non-renewal shall be issued no later than May 30th of the last year of the employee's current Contract preceding the June 30th ending date. Non-renewal notice is given without the right to review, appeal or hearing.
- 4.2 If the Board of Trustees declares a financial emergency, or if the State Board for Community and Technical Colleges declares a financial emergency, lay-offs may be initiated for exempt positions. In such instances, employees whose positions are being eliminated will be given thirty (30) calendar day's notice.
- 4.3 The President reserves the right to terminate administrative programs and/or change administrative assignments. Under ordinary circumstances such changes will be made effective on July 1 of each year. In such instances employees will be given thirty (30) calendar day's notice.

5.0 Termination of Contract

The College reserves the right to terminate an employee's employment with CBC and/or their Contract on an at-will basis (without the right to review, appeal, or hearing) upon thirty (30) calendar day's written notice.

6.0 Interim and Other Temporary Contracts

Nothing herein shall preclude the College from entering into a Contract with an administrator or professional exempt employee for less than twelve (12) month's duration for interim or acting or other temporary position.