

MANUAL OF PROCEDURE

PROCEDURE NUMBER: 2000

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PROCEDURE TITLE: Personnel Actions Fiscal Year Calendar

STATUTORY REFERENCE: FLORIDA STATUTES 1001.64 AND 1012.855

BASED ON POLICY: II-2 All Personnel: Personnel Actions and Levels of Appeals

EFFECTIVE DATE: August 1, 1994

LAST REVISION DATE: February 3, 2005


LAST REVIEW DATE: February 3, 2005

I. PURPOSE

To publish annually, for the convenience of College Administrators, a chronological listing of personnel actions for the year.

II. PROCEDURE

Specific dates each year are reflected on the Human Resources web site at www.mdc.edu/hr/Calendars/PayrollDates2004-05.htm.

	
2/3/05	
PRESIDENT	DATE