Rock Valley College

RVC Board Policy 3:10.090

Personnel Reports

Human Resources shall prepare and provide a Personnel Report at each regular monthly Board meeting. The Personnel Report will contain all appointments, promotions, demotions, departures, lateral transfers, reclassifications, and retirements for all Rock Valley College employees who are classified as Administration, and Faculty/Teaching specialists.

At the end of each fiscal year, Human Resources shall prepare an annual report to be provided to the Board which shall contain metrics on all full-time employees working for the College, such as total number of employees, employee demographics, promotions, demotions, departures, lateral transfers, reclassifications, retirements, and turnover rates.

Reference: Board Report 5542, 7583, 8377
Implemented: January 26, 1998
Revised: April 8, 2014; January 29, 2019; April 28, 2026