



**MONTEREY PENINSULA**  
College

**GOVERNING BOARD POLICIES**

**Chapter 7 Human Resources**

**7350**

**BP 7350 Resignations**

The Board delegates to the Superintendent/President the authority to accept resignations on its behalf at any time. The resignation shall be deemed accepted by the Board when accepted in writing by the Superintendent/President. When accepted by the Superintendent/President, the resignation is final and may not be rescinded. All such resignations shall be forwarded to the Board for ratification.

The District, through its Human Resources staff, will encourage employees to participate in an exit interview when resigning.

**Resignation Report**

The Superintendent/President shall provide the Board, when requested, with a report regarding employee resignations. This report must disaggregate employee resignations by race, age, gender, gender expression, gender identity, or any other characteristic identified by the Board. The report will include reasons or comments by employees during their exit interview.

See also collective bargaining agreements

**References:** *Education Code Sections 87730 and 88201*

**Formerly Governing Board Policies 5420 - Resignation (Classified Personnel) and 5030 - Resignations (All Employees)**

**Adopted:** May 10, 1989

**Renumbered, Revised, and Adopted:** October 25, 2017

**Revised and Adopted:** May 11, 2022