

HARTNELL COMMUNITY COLLEGE DISTRICT BOARD POLICY AND ADMINISTRATIVE PROCEDURE ROUTING/TRACKING FORM

Review and approval by the various college governance groups is requested: Yes No

Policy/Procedure #: **AP 7344**
 Policy/Procedure Name: **Attendance Policies and Notification to District of Illness or Absence**

New Revised Replaces existing policy/procedure:

New policy/procedure or revisions initiated/proposed by: **Human Resources**
 Reason for new policy/procedure or revisions: **Implement policy**

Reviewing Group	Date	Approval/Comments
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Routed to:

Council:	
Academic Senate President	4/5/16
HCFA President	4/5/16
CSEA President	4/5/16
L-39 Chief Steward	4/5/16

Council: *Administrative Services*

5/11/16

Approved as presented

