

Lakeland Community College

POLICY TITLE:	RETRENCHMENT
POLICY NO:	3354:2-21-10
ORIGINALLY APPROVED DATE:	10/31/25
REVISED DATE:	06/25/26
EFFECTIVE DATE:	06/25/26
NEXT REVIEW DATE:	06/2031
RELATED PROCEDURE:	TBD
RESPONSIBLE OFFICE(S):	OFFICE OF THE PROVOST
APPROVED BY:	BOARD OF TRUSTEES

A. Under the Advance Ohio Higher Education Act adopted on March 28, 2025, and pursuant to Section 3345.454 of the Ohio Revised Code, this policy defines retrenchment, the circumstances necessitating retrenchment, and the process of retrenchment at Lakeland Community College.

1. “Retrenchment” is defined as an action by which the College reduces programs or services, thus resulting in a temporary suspension or permanent separation of one or more of the College’s faculty.
2. In accordance with ORC Section 3345.454, the circumstances necessitating retrenchment include the following:
 - a. A reduction in student population or overall funding for the College.
 - b. A change in the College’s mission or programs.
 - c. Other fiscal pressures or emergencies facing the College.

B. Once the determination by the College that a reduction in staff may be necessary, a written notification of this determination, which shall include a written description and rationale for the proposed reductions, shall be forwarded by the College administration to the Division Dean or designee and to the Lakeland Faculty Association.

1. The Division Dean or designee shall seek and obtain recommendations from the affected unit or program's faculty on how best to carry out the proposed reduction in staff.
2. Within fifteen (15) business days of receipt of the College’s written notification of determination, the faculty recommendations, including any alternative proposals, shall be submitted by the Division Dean or designee to the Provost.
3. These recommendations shall be considered by the College administration in making a final determination as to the necessity of and/or any specific actions required to accomplish a reduction in staff.
4. Any full-time faculty member who is to be discontinued for reasons of a reduction in staff shall be advised of such decision as soon as possible but no later than either the third Friday in March or the fourth Friday in March if the third Friday falls within the Faculty Spring Break of the current contract year for layoff commencing with the next academic year, and further advised that the reasons for his/her discontinuation

are not due to dissatisfaction with his/her services. Every effort shall be made to assist such displaced faculty members to relocate. Nothing in these guidelines, however, shall prevent discontinuation of any faculty members for other reasons.