

1.0 Procedure

1.1 Voluntary Demotion

- 1.1.1 An employee may request, in writing, to be considered for an open position having a lower salary range by giving the reasons for desiring the reassignment.
- 1.1.2 The employee will be considered along with other candidates for the open position in terms of the employee's qualifications and job performance.
- 1.1.3 A permanent employee who receives a voluntary demotion will not be required to serve a conditional probationary period.

1.2 Nonvoluntary Demotion

- 1.2.1 A nonvoluntary demotion shall be considered disciplinary action and shall be subject to policies and regulations concerning discipline of employees.
- 1.2.2 A nonvoluntary demotion will not require the service of a conditional or probationary period.
- 1.2.3 Reassignment of duties within a position shall not constitute a demotion.

(Formerly P-6125)

LRCCD

Adm. Regulation Adopted: 1/66
Adm. Regulation Revised: 10/67; 2/69; 5/71; 10/29/75 ; 10/15/80; 10/20/82; 4/28/97
Adm. Regulation Reviewed:
Board Policy: [P-6135](#)