

BP 2-29: Employment and Volunteer Background Check

DCC BOARD POLICY 2-29

APPROVED: July 24, 2023

EFFECTIVE: July 24, 2023

REVIEWED: June 11, 2023

NEXT REVIEW DATE: June 2026

REFERENCES: MSU Background Check Policy; NWCCU Standard 2.B.1

RESPONSIBLE DEPARTMENT: Human Resources

Dawson Community College is committed to protecting the security, safety and health of employees, students and others. Dawson Community College is also committed to safeguarding the assets and resources of the College and assuring individuals are appropriately placed in responsible positions. Pre-employment background checks shall be required prior to employing any faculty (full-time, part-time, or adjunct), staff, and administrative employees. Students employed through college work study or federal work study are not required to complete a pre-employment background check. This policy applies regardless of whether a competitive recruitment process is used.

All volunteers that plan to volunteer on an on-going basis shall also undergo a pre-employment background check.

SCOPE This policy applies to Dawson Community College.

PROCEDURES The College President shall promulgate such procedures as may be needed to implement this policy.

HISTORY: 7/24/2023