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To: Announce-C@MTSAC.EDU
cc
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Subject: [ANNOUNCE] ADMINISTRATIVE PROCEDURES

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Please respond to John Nixon <JNixon@MtSAC.edu>

Colleagues,

I am very pleased to tell you that the College's revised Administrative Procedures (APs) are now available to you on the Mt. SAC web site. Please use the link below to connect to the procedures.

You will note that a few of the APs are still in revision; however, we thought it best to put the bulk of the APs on the web so you can begin using them while we continue to work on those not completed.

Let me stress that the College policies and procedures are fluid documents. We work with the Community College League of California to keep the documents current. We receive updates from the League twice a year and can, of course, make changes at any time the need arises. Consequently, we aren't planning to distribute hard copies. The documents on the web site will be the most current, and we encourage you to refer to the site often to check for updates.

If you have any questions, please feel free to contact my office.

Regards,

John

<http://www.mtsac.edu/administration/trustees/procedures.html>

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