

## ADMINISTRATIVE EMPLOYMENT CONTRACT

IN CONSIDERATION of the mutual covenants hereinafter contained, it is hereby agreed by and between the Board of Trustees of Community College District #512, William Rainey Harper College (hereinafter referred to as the Board) and John Lawson (hereinafter referred to as the Employee) as follows:

### A. Contract Duration and Annual Salary

1. The College hereby amends the previous contract for the Administrator in the capacity of Chief of Police for the remainder of the Fiscal Year, commencing on January 1, 2023 and terminating on June 30, 2023. The Administrator accepts such employment on the conditions hereinafter set forth, and any applicable provisions of the Board of Trustees Policy Manual. In the event of conflict between Board Policy and this Contract, the Contract shall govern.
2. For the remainder of the 2022-2023 contract year, the Administrator shall receive an annualized salary of \$118,000, pro-rated subject to applicable deductions, to be paid in bi-weekly installments as full compensation for all rights granted and service performed under this Contract.

### B. Conditions of Employment

1. The Employee shall be entitled to benefits as outlined in the attached Administrative Benefits Program.
2. The annual salary of the Employee will not be adjusted during the term of this Contract.
3. In addition to the salary and benefits provided in Sections A-2 and B-1 listed above, the Board will pay an annual supplemental benefit allowance of \$2,300 for the purchase of permanent life insurance, long term care insurance, long term disability insurance, a tax-sheltered annuity, or SURS service credit through payroll deduction as designated by the employee.
4. The Employee acknowledges that during the term of employment under this Contract, tenure is not acquired. However, tenure status or academic rank previously earned as a Harper College faculty member shall be retained in the event this Contract is terminated.
5. The Employee hereby agrees to perform the duties of said office as the Board, through the President, may direct and to keep such records and make such reports as are now or hereinafter required by the Board.
6. Evaluation of the Employee shall be made annually by such instrument as is developed by the Administration.

### C. Termination

This employment Contract may be terminated:

1. By mutual agreement of the parties.

2. By retirement or resignation of the Employee provided he/she must give the Board 60 days' notice of resignation or retirement.
3. By death, mental or physical total disability of the Employee, which makes the performance of duties impossible. As used herein, the term total disability shall mean the inability to perform normal duties as certified by a licensed physician, (who may be appointed by the Board) and approved by the insurance carrier as qualifying for long-term disability payments.
4. By a decision of the Board that a bona fide financial exigency of the College requires a reduction in staff or in programs.
5. By an unsatisfactory rating of the Employee made by the supervisor and approved by the Provost, Executive Vice President or President on the official administrative evaluation instrument.
6. For cause, including, but not limited to, violation of College policy, rules or regulations or commission of any unlawful act.

D. **Notice**

Any notice required to be given under this agreement shall be deemed sufficient if it is in writing and sent by mail to the residence of the Employee or to the President of the College.

IN WITNESS WHEREOF the parties have executed this Contract this **17th day of November 2022.**

**COMMUNITY COLLEGE DISTRICT NO. 512**

---

John Lawson  
Employee

---

Dr. Avis Proctor  
President