

Educational Administrators

Assignment

Academic management personnel serve at the discretion of the Governing Board and do not obtain permanency in a given position. Management personnel can normally expect to remain in a position until evaluation or circumstances indicate permanent reassignment is in the best interest of the District.

Involuntary Reassignment of Administrators

An administrator, whose first date of paid service is on or after July 1, 1990, and is not employed in a program or project to perform services conducted under contract with public or private agencies, or in other categorically funded projects of indeterminate duration, shall have the right to become a first year probationary faculty member once his/her administrative assignment expires or is terminated, if all of the following apply:

- The administrator has completed at least two years of satisfactory service;
- The affected individual's administrative assignment is being terminated for reasons other than dismissal for cause.

The Board of Trustees shall rely primarily on the advice and judgment of the College's Academic Senate in determining that the individual meets the minimum qualifications or equivalency as outlined in the District's policy for employment as an academic employee. The procedure for making this determination shall be in accordance with the established procedures for determining minimum qualifications or equivalencies for academic employee positions.

The Board of Trustees shall consider the College's Academic Senate's determination of qualifications in deciding whether to employ the educational administrator as an academic employee. The Academic Senate president or designee may present the views of the Senate to the Board of Trustees before the Board makes a determination.

The Board of Trustees shall provide written notification to the administrator of its decision on or before March 15.

An employee with tenure in the District, when assigned from a faculty position to an administrative position retains his/her status as a tenured faculty member.

Educational Administrators (continued)

Voluntary Reassignment of Administrators

Temporary Voluntary Reassignment of Administrators

Management employees may be requested to assume the duties and responsibilities of a higher level management classification on a temporary basis. The designated employee shall be notified in writing of such action and shall be required to perform all duties pertaining to that classification. The employee's salary shall be adjusted for the duration of the temporary assignment when it exceeds 20 duty days.

The management employee employed in a position requiring academic qualifications is assigned to a position in the classified service temporarily, the employee shall retain all illness and injury, sabbatical leave, and other rights and privileges which will be secured for the employee for a period of 39 months. The employee's return to academic service within the 39 months shall be treated as if there had not been a break in academic service.

If a classified management employee is assigned to a position requiring certification qualifications, the employee shall retain all rights and benefits accumulated at the time of assignment. All seniority and permanency rights shall be secured for such an employee for a period of 39 months and the return to classified service shall be treated as if there had not been a break in the employee's classified service.

Permanent Voluntary Reassignment of Administrators

When a management employee is reassigned to a position included in a bargaining unit, the employee shall be granted year-for-year credit on the salary schedule for each year of employment with the District.

Benefits which have an accumulative residual interest shall be held at the level achieved at the time the management employee transferred to the bargaining unit. Upon reassignment to the bargaining unit, the employee shall receive credit for prior service.

Seniority and related employment rights will be pursuant to Education Code Sections 87413-87424, and are applicable whether service has been provided as a member of the management team, or as a member of a bargaining unit.

Educational Administrators (continued)

Transfer

The Board of Trustees may, when it judges it to be in the best interest of the District, transfer or reassign management personnel. Such transfers or reassignments may be between campuses or at the individual's currently assigned campus.

Management employees may request to move laterally to another position if the position is sufficiently related to warrant movement within or across classification lines. Consideration shall be given to such factors as knowledge and skill, comparable duties and responsibilities, minimum qualifications, employee performance and affirmative action compliance. Such a request shall be approved if adjudged by the Chancellor to be in the best interest of the District. Should a position vacancy be opened to standard recruitment and selection procedures, applicants for transfer shall be considered along with other candidates.

References: Education Code Sections 72411 et seq, 87002(b), 87359, 87457-87460

Adopted by Chancellor's Cabinet: August 18, 2008