

Administrative Procedure 7250 (lines 949-1002)

SBCCD/SBCCDTA Contract Article 8 states the District's right to hire and assign personnel.

ADMINISTRATOR RETREAT RIGHTS

A. An administrator hired after June 30, 1990, who does not have tenure in the District at the time of hire may be reassigned only to a first-year probationary faculty position and to such a position only if he or she meets the following criteria:

1. He/she holds an administrative position that is not part of the classified service, or if he/she holds an administrative position that is part of the classified service, he/she was certified by the Academic Senate as possessing qualifications in a specified discipline or disciplines similar to those expected of a newly hired faculty member in that discipline(s).
2. He/she has served in this district a total of at least two years as a faculty member or administrator. This service must have been satisfactory according to documentation.
3. He/she is being reassigned for reasons other than for cause, as defined in the Education Code.
4. Reassignment shall not result in the lay-off or forced change in the contract assignment for any contract faculty member.

B. To determine the discipline to which an administrator shall be assigned, the following shall apply:

1. The administrator can be assigned only to a discipline in which he/she meets the minimum qualifications as specified by the Education Code and Title 5. The Academic Senate shall certify to the Governing Board that the administrator meets at least minimum qualifications and/or equivalencies for the discipline(s) in question and shall recommend the discipline(s) to which the administrator should be assigned. The Governing Board shall provide the Academic Senate with an opportunity to present its views to the Board before the Board makes a determination. A written record of the Board's decision, including the view of the Academic Senate, shall be available for review pursuant to Education Code.
2. The administrator shall be assigned to a discipline in which he or she has not only the minimum qualifications but also where all of the following apply:
 - a. There are sufficient assignments in the discipline or service area currently held by temporary or hourly faculty or contract overload to make a full-time assignment for an additional faculty member.
 - b. The administrator has an interest as indicated by a statement of the administrator's own preference for assignment.

C. Unless otherwise specified in a personal contract, an administrator reassigned to a faculty position shall be compensated based on placement on the faculty salary schedule according to his/her education and experience. Placement on the faculty salary schedule will include years served as an administrator.

D. These procedures will be reviewed by the joint Academic Senate Executive Committee and the Vice President of Instruction, SBVC, and the Vice President of Instruction CHC, no later than April 15 of each year. Changes can be proposed by joint agreement and forwarded to the Board for approval.