
**Kern Community College District
Administrative Procedure
Chapter 7 – Human Resources**

AP 7250 Educational Administrators

References:

Education Code Sections 72411 et seq., 87002(b), and 87457-87460;
Government Code Section 3540.1(g) and (m)

NOTE: This procedure is **legally advised**.

Administrator Retreat Rights to Faculty Status for Administrators Hired on or After July 1, 1990

An educational administrator whose first (1st) day of paid service in the District as a faculty member or an administrator is on or after July 1, 1990, shall have the right to become a first year (1st-year) probationary faculty member once his or her administrative assignment expires or is terminated, if all of the following apply (Education Code 87458):

The educational administrator has completed at least two (2) years of satisfactory service, including any time previously served as a faculty member, in the District.

The termination of the educational administrative assignment is for any reason other than dismissal for cause.

The educational administrator shall meet the minimum qualifications in the discipline(s) in which he/she shall be assigned.

The reassignment has the approval of the College President, the Chancellor, and the Board of Trustees.

Placement on the salary schedule will be determined in accordance with **Articles 6.C and 6.D** of the faculty contract.

Educational administrator means an administrator who is employed in an academic position designated by the governing board of the District as having direct responsibility for supervising the operation of or formulating policy regarding the instructional or students' services program of the College or District Office. Educational administrators include, but are not limited to, Chancellor, Presidents, and other supervisory or management employees designated by the Board as educational administrators.

In designating College or District Office positions as *educational administrators*, the Chancellor or designee shall confer with the appropriate Academic Senate President(s) prior to action by the Board of Trustees.

The educational administrator shall express in writing to the Chancellor/designee his or her request to be assigned to a faculty position, including the College to which he or she wishes to be assigned.

The Chancellor shall confer with the College President, who shall confer with the appropriate administrator, department/faculty chair, if applicable, and other appropriate faculty.

The appropriate faculty shall interview the educational administrator in accordance with District and, if any, College procedures for hiring contract faculty, and make its informal recommendation to the College President.

Administrator Retreat Rights to Faculty Status for Administrators Hired Prior to July 1, 1990

Administrators who were assigned seniority numbers prior to July 1, 1990, shall retain those numbers.

Educational administrators who did not meet minimum qualifications as of July 1, 1990, and who are not on the seniority list shall be placed on the seniority list as of the date they meet minimum qualifications, or equivalency, in a faculty discipline.

An administrator requesting reassignment shall express his/her intent in writing to the College President. The College President shall determine the need for such assignment and if the educational administrator meets the minimum qualifications in the discipline(s) in which he/she shall be assigned.

In the case of reassignment of an administrator initiated by the College President or Chancellor, such assignment will be determined by existing Board policy after consultation with the administrator.

The College President shall make recommendations to the Chancellor regarding assignment.

The Chancellor shall make recommendations regarding reassignment to the Board of Trustees.

Placement on the salary schedule will be determined in accordance with **Articles 6.C and 6.D** of the faculty contract.