
Kern Community College District
Board Policy
Chapter 7 – Human Resources

BP 7260 **Classified Supervisors and Managers**

References:

Education Code Sections 72411
Government Code Section 3540.1(g) and (m)

NOTE: This policy is **legally required**.

Classified administrators are administrators who are not employed as educational administrators.

Classified supervisors are those classified administrators, regardless of job description, having authority to hire, transfer, suspend, recall, promote, discharge, assign, reward, or discipline other employees, or having the responsibility to assign work to and direct them, adjust their grievances, or effectively recommend such action.

Classified administrators do not supervise faculty.

Classified managers are those classified administrators, regardless of job description, having significant responsibilities for formulating District policies or administering District programs other than the educational programs of the District.

Classified administrators may be employed by an appointment or contract of up to four years in duration. If a classified administrator is employed by an appointment or contract, the appointment or contract shall be subject to the same conditions as applicable to educational administrators.

Classified administrators may be employed in the same manner as the other members of the classified service. If a classified administrator is employed as a regular member of the classified service, employment shall be consistent with other provisions of these policies regarding employment of classified employees.

Also see **BP/AP 7120** titled Recruitment and Hiring, **BP/AP 7240** titled Confidential Employees, **BP/AP 7250** titled Educational Administrators, and **AP 7260** titled Classified Supervisors and Managers.