
**Kern Community College District
Board Policy**
Chapter 8 – Academic Senate and Faculty Employment

8800 Adjunct Employment (See [Procedure 8800](#))

- a. The Board of Trustees shall appoint all adjunct faculty to provide instruction or services for the District.
- b. All adjunct appointments shall be recommended to the Board of Trustees by administration who will involve the active participation and recommendation of faculty.
- c. The District shall adopt administrative procedures for hiring adjunct faculty who meet the following criteria:
 - meet state-mandated discipline minimum qualifications or meet criteria to receive an equivalency for the discipline as determined by the College Academic Senate Equivalency Committee.
 - demonstrate subject area knowledge and competency.
 - be skilled in teaching and serving the needs of a diverse student population.
 - show potential for overall professional effectiveness.
 - communicate effectively.
 - demonstrate a sensitivity to the ethnic and cultural diversity of our communities.
- d. It is the responsibility of the College Human Resources Office to maintain approved applicant pools for adjunct hiring. To the extent possible, all disciplines shall have approved adjunct pools.
- e. Unless an emergency situation exists, the department/division administrator shall offer adjunct employment only to candidates from these approved adjunct pools.
- f. The College Human Resources Office is responsible for monitoring, training, and consulting College administration, faculty, and staff involved with the recruitment and screening process for adjunct faculty.
- g. Nothing in this policy or District Administrative Procedure shall violate federal or state laws governing personnel employment.