

Classified Administrators

Reference: *Government Code Section 3540.1(g) and (m);
Education Code Section 72411*

An administrator is a person employed by the Governing Board in a supervisory or management position as defined in Government Code Sections 3540 et seq.

Classified administrators are administrators, directors, managers and supervisors who are not employed as academic administrators.

Classified administrators, regardless of job description, have significant responsibilities for formulating District policies or administering District programs other than the educational programs of the District.

Classified administrators, regardless of job description, have authority to hire, transfer, suspend, recall, discharge, assign, reward, and/or discipline employees under their supervision; have the responsibility to assign work to and direct employees under their supervision; address grievances; or effectively recommend such action, all within the framework of the College District's existing policies, procedures, and prevailing practices.

Classified administrators are employed in the same manner as the other members of the classified service. Terms of employment, discipline and dismissal shall be consistent with other provisions of the District's policies regarding employment of classified employees, except for those terms of employment specifically addressed through policy or the *Classified Administrator Handbook*.