



BOARD POLICY

7260

DESERT COMMUNITY COLLEGE DISTRICT

CLASSIFIED ADMINISTRATORS AND MANAGERS

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 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 should 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.

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

Administrator: VP Human Resources

Approval Date: April 21, 2005

Executive Cabinet Review/Approval: February 2, 2021

College Planning Council/Information: February 26, 2021

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Board Meeting Approval – 2nd Reading: May 21, 2021

Next Review: May 2026