EMPLOYMENT PROCEDURES

Change in Position or Location

1.0 Authority

1.1 The Chancellor, subject to approval of the Board, and as permissible by law, may promote management employees to a higher position without opening the position to other candidates.

2.0 Reclassification

2.1 Under unusual circumstances, when additional responsibilities have been added to a management position, the position may be reclassified. Reclassification can occur only when no staff is hired to fill the original position. Such limitation on filling the original position shall extend for a period of two (2) years.

3.0 Opportunity for Promotion

3.1 When there is an open management position, current district employees who meet the job requirements are encouraged to apply. Such applications will be considered along with the applications from all other qualified non-District persons.

4.0 Selection and Approval of Personnel

4.1 The Presidents will recommend appointments to the Chancellor for college positions and the Chancellor shall make the final recommendation to the Board of Trustees.

4.2 Final approval for appointment of the recommended candidate rests with the Board of Trustees.

(Formerly R-9123)