



**BP 7250      ACADEMIC EMPLOYEES: EDUCATIONAL  
ADMINISTRATORS**

**References:**

Education Code Sections 72411 et seq., 87002(b), 87358, 87454, and 87457-87460;  
Government Code Section 3540 et seq.

An educational administrator is a person employed by the Board of Trustees in a supervisory or management position as defined in Government Code Sections 3540 et seq. and for which minimum qualifications have been established by the Board of Governors for the California Community Colleges. Educational administrators are those who exercise direct responsibility for supervising the operation of or formulating policy regarding the instructional or student services programs of the District.

Full-time educational administrators shall have a contractual obligation to the District to serve no fewer than the number of days annually set by the Board of Trustees for a 12 calendar month assignment. The Board of Trustees may employ educational administrators for less than 12 calendar months.

Compensation for educational administrators serving less than 12 calendar months shall bear the same ratio to the annual salary as the number of working days served bears to the total number of working days established for educational administrators.

Every educational administrator shall be employed by an appointment or contract of up to three years in duration. Educational Administrators shall be compensated in the manner provided for by the appointment or contract of employment.

Pursuant to Education Code Section 87458, a person employed in an administrative position that is not part of the classified service, who has not previously acquired tenured status as a faculty member in the District and who is not under contract in a program or project to perform services conducted under contract with public or private agencies, or in other categorically funded projects of indeterminate duration, shall have the right to become a first-year probationary faculty member once his/her administrative assignment expires or is terminated. The process by which the Board of Trustees reaches the determination shall be developed and agreed upon jointly by representatives of the Board and the Academic Senate, and approved by the Board. The agreed upon process shall include reasonable procedures to ensure that the Board relies primarily upon the advice and judgment of the Academic Senate to determine that the administrator possesses the minimum qualifications for employment as a faculty member.

The Board may, with the consent of the educational administrator concerned, terminate, effective on the next succeeding first day of July, the terms of employment and any contract of employment with the administrator, and reemploy the administrator on any terms and conditions as may be mutually agreed upon by the Board and the



administrator, for a new term to commence on the effective date of the termination of the existing term of employment.

If the Board determines that the educational administrator is not to be reemployed when his/her appointment or contract expires, notice to an administrator shall be in accordance with the terms of the existing contract. If the contract is silent, notice shall be in accordance with Education Code Section 72411.

Employment of educational administrators shall be consistent with other provisions of policies and related administrative procedures pertaining to the employment of academic administrators, and consistent with the relevant meet and confer agreement with the District.

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**Adopted:** April 28, 2016

*(Replaces Policies for Administrators (1990))*