

ACADEMIC ADMINISTRATORS

References: *Education Code Sections 72411 et seq., 87002(b), and 87457-87460;
Government Code Section 3540.1(g) and (m)*

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.

Academic 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. Academic administrators are identified as “educational administrators” in California *Education Code* and *Government Code*.

Academic 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.

Academic administrators shall be compensated in the manner provided for by the appointment or contract of employment. Compensation shall be set by the Governing Board upon recommendation by the Superintendent/President and based upon the Academic Administrator Salary Schedule. Academic administrators shall further be entitled to health and welfare benefits made available to all employees by action of the Governing Board.

Academic administrators shall be entitled to vacation leave, sick leave, and other leaves as provided by law, and set forth in the *Academic Administrator Handbook*.

Every academic administrator shall be employed by an appointment or contract.