

Board Policy 7230

Classified Employees

Classified employees are those who are employed in positions that are not Academic positions. The employees and positions shall be known as Classified service and are defined by the collective bargaining agreement.

The Classified services do not include:

1. Substitute and short-term employees who are employed and paid for less than 75 percent of the fiscal year.
2. Part-time apprentices and professional experts employed on a temporary basis for a specific project, regardless of length of employment.
3. Students employed part-time in any college work-study program or in a work experience education program conducted by the District.

Before a short-term employee is employed, the Board, at a regularly scheduled meeting, shall specify the service required to be performed and certify the ending date of the service. The Board may later act to shorten or extend the ending date, but shall not extend it beyond 75 percent of an academic year.

The Board shall fix and describe the duties of the members of the Classified service. (See Board Policy 7110.)

The probationary period for Classified employees shall be one year.

The Superintendent/President shall establish procedures to assure that the requirements of state laws and regulations regarding the Classified service are met.

Reference:

Education Code Sections 88003, 88004, 88009, and 88013

Replaces Board Policy 4210.

Previous Board Policy #: 7220

El Camino College

Adopted: 5/21/01

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