

## AP 7250 Educational Administrators

Reference:

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

### ADMINISTRATIVE RETREAT RIGHTS PROCEDURE

In order to achieve a proper balance among the rights of students, administrators, and faculty and in accordance with Education Code Section 87458, the Santa Clarita Community College District adopts the following Administrator Retreat Rights Procedure. This policy does not apply to certificated administrators hired before June 30, 1990 (the effective date for these sections of Assembly Bill 1725.) A tenured employee when assigned from a faculty position to an administrative position retains is/her status as a tenured faculty member. The assignment of such an administrator to a faculty position shall be done in accordance with Section II below. Administrators hired after the effective date can acquire the right to become first-year probationary faculty members as provided by Education Code Section 87458 and in accordance with this procedure.

- A. An Administrator hired after June 30, 1990, who did not have faculty tenure in this District at the time of employment, may be reassigned to a first-year probationary faculty position provided that such reassignment does not result in the termination of any contract and regular faculty member and she/he meets all of the following:
  1. At the time of employment, is certified by the Academic Senate as possessing the minimum qualification in a specific discipline or disciplines equivalent to that which would be required of a newly-hired faculty member. This certification will be sent to the Board of Trustees at the time of employment.
  2. Has served in this District a minimum of two years as a regular or contract faculty member and/or a District administrator whose service has been documented as satisfactory.
  3. Is being dismissed for reasons other than cause. These "non-cause" reasons could include the elimination of the current position as part of an administrative reorganization or as part of an administrative reduction of work force.
    - a. If another administrative position of similar rank and responsibilities is open within the District for which the administrator has the minimum qualifications, she/he shall be assigned to the position contingent upon approval of the Board of Trustees.
    - b. Even though the current administrative position is not being eliminated, the administrator may voluntarily elect to transfer to a full-time faculty position for which she/he is qualified, as stipulation in II.C below.
- B. To determine the discipline to which an administrator shall be assigned, all of the following shall apply:
  1. The administrator can be assigned only to a discipline in which she/he has at least the minimum qualification as specified in the Education Code and Title 5 as certified by the Academic Senate.
  2. The administrator shall be assigned to a discipline in which she/he has not only the minimum qualifications, but to a discipline where there are sufficient adjunct faculty and overload assignments to make a full-time assignment for an additional full-time faculty member.

- a. When an administrator is qualified for more than one discipline, the administrator may indicate his/her preference for one discipline over another.
  - b. Whenever possible, full-time positions created for reassigned administrators would be single-discipline positions.
3. If a new full-time position has been approved in a discipline in which an administrator is qualified, an administrator may be reassigned to that position (for reasons other than cause) or may voluntarily elected to retreat to that position, only if such a move is made before the position is opened for applications.

Revised 05/14/08