



Book	VCCCD Board Policy Manual
Section	Chapter 7 Human Resources
Title	BP 7240 Confidential Employees
Code	BP 7240
Status	Active
Legal	California Government Code Section 3340.1, subdivision (c)
Adopted	May 17, 2007
Last Revised	April 12, 2022
Last Reviewed	December 14, 2021

Confidential employees are those who are required to develop or represent management positions with respect to employer-employee relations or whose duties normally require access to confidential information that is used to contribute significantly to the development of management positions. The fact that an employee has access to confidential or sensitive information shall not in and of itself make the employee a confidential employee.

A determination whether a position is a confidential one shall be made by the Board in accordance with applicable law and with the regulations of the California Public Employment Relations Board.

Confidential employees are not eligible for inclusion in a bargaining unit represented by an exclusive representative and the terms and conditions of their employment are not controlled by any collective bargaining agreement.

The terms and conditions of employment for confidential employees shall be provided for by procedures developed by the Personnel Commission. Such terms and conditions of employment shall include, but not be limited to, procedures for evaluation and rules regarding leaves, transfers and reassignments.

No Administrative Procedure required.

Governance Review

2021 12.14 Board of Trustees
 2021 12.03 Consultation Council
 2021 11.29 Chancellor's Cabinet
 2021 10.28 District Council on Human Resources