



Book	VCCCD Board Policy Manual
Section	Chapter 7 Human Resources
Title	BP 7250 Educational Administrators
Code	BP 7250
Status	Active
Legal	California Education Code section 72411 et seq. California Education Code Section 87002, subdivision (b) California Education Code Sections 87457-87460 California Government Code Section 3540.1, subdivisions (g) and (m)
Adopted	May 17, 2007
Last Revised	April 13, 2021

An administrator is a person employed by the Board in a supervisory or management position as defined in Government Code section 3540 et seq.

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.

An educational administrator who has not previously acquired tenure as a faculty member in the District shall have the right to become a first year probationary faculty member once his or her administrative assignment expires or is terminated, if the following criteria are met:

- The administrator meets the criteria established by the District for minimum qualifications for a faculty position, in accordance with procedures developed jointly by the Chancellor and the Academic Senate and approved by the Board. The Board shall rely primarily on the advice and judgment of the Academic Senate to determine that an administrator possesses minimum qualifications for employment as a faculty member.
- The requirements of Education Code section 87458, subdivisions (c) and (d), or any successor statute, are met with respect to prior satisfactory service and reason for termination of the administrative assignment.

Educational administrators shall be compensated in the manner provided for by the contract of employment. Compensation shall be set by the Board upon recommendation by the Chancellor. Educational administrators shall be entitled to health and welfare benefits made available by action of the Board upon recommendation by the Chancellor. Educational administrators shall be entitled to vacation leave, sick leave, and other leaves as provided by law, these policies, and administrative procedures adopted by the Board of Trustees.

Educational administrators may be employed by contract up to three years in duration upon approval by the Chancellor. Newly hired administrators shall receive an initial contract not to exceed three (3) years, and no less than one (1) year, depending on the classification tier. Classification tiers are categorized as follows: Assistant Dean and Dean classifications shall receive an initial contract of up to two (2) years in duration. Vice President, President, Associate Vice Chancellor, Vice Chancellor, Chancellor classifications shall receive an initial contract of up to three years in duration. Upon receipt of a performance evaluation that reflects successful performance in the assignment, the contract may be extended up to two (2) years, but not to exceed a total of three (3) years in duration.

In instances where the selected administrator negotiates a contract that is longer in length, such contract shall be presented to the Chancellor for review and approval. If the selected administrator is a Chancellor classification, such contract shall be presented to the Board of Trustees for review and approval.

The Board may, with the consent of the 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 administrator is not to be reemployed when his or 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.

[See BP 7250 Educational Administrators](#)

Governance Review
2021 04.13 Board of Trustees Approval
2021 04.08 District Council on Human Resources
2021 04.02 Consultation Council