



<b>Book</b>	VCCCD Board Policy Manual
<b>Section</b>	Chapter 7 Human Resources
<b>Title</b>	BP 7260 Classified Supervisors and Managers
<b>Code</b>	BP 7260
<b>Status</b>	Active
<b>Legal</b>	California Education Code Section 72411 California Government Code Section 3540.1, subdivisions (g) and (m) California Education Code Section 88091
<b>Adopted</b>	May 17, 2007
<b>Last Revised</b>	March 8, 2022
<b>Prior Revised Dates</b>	11/13/2012

Classified administrators are administrators who are not employed as educational administrators.

Classified supervisors are those in the classified service, regardless of job description, having authority to recommend hire, transfer, suspend, recall, promote, discharge, assign, reward, or discipline other employees, or having the responsibility to assign work to and direct them, adjust their grievances, or effectively recommend such action.

Classified managers are those classified administrators, regardless of job description, having significant responsibilities for formulating District policies or administering District programs other than the educational program of the District.

Classified administrators may be employed by an appointment or contract of up to three years in duration. If a classified administrator is employed by an appointment or contract, the appointment or contract shall be subject to the same conditions as applicable to educational administrators and Personnel Commission rules.

The terms and conditions of employment for classified supervisors 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.

The terms and conditions of employment for classified managers, except those under contract, 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**  
 2022 02.10 District Council on Human Resources  
 2022 02.14 Chancellor's Cabinet  
 2022 02.24 Administrative Services Committee  
 2022 03.08 Board of Trustees