

BP 7110 Authority to Hire

Reference:

Education Code Section 70902 (d)

- 1.0 The Board of Trustees shall approve the employment, fix the job responsibilities and compensation, and establish the term of employment for each person employed by the District. Approval for employment shall be given only to those candidates recommended by the Chancellor or designee.
- 2.0 The employment of persons in contract faculty, classified, confidential, and management positions shall not be authorized unless approved by the Board of Trustees.
- 3.0 Before employing a short-term employee as defined in Education Code Section 88003, the Board of Trustees, at a regularly scheduled board meeting, shall specify the service required to be performed by the employee and shall certify the ending date of the service.
- 4.0 The Board of Trustees delegates authority to the Chancellor or designee to authorize the employment of temporary (adjunct) faculty, substitute employees, student employees, and professional experts when the employment is required to maintain continuity of services in the District. All employment so authorized by the Chancellor or designee shall be forwarded to the Board of Trustees at the next regularly scheduled meeting for ratification.
- 5.0 The Board of Trustees delegates authority to the Vice Chancellor of Human Resources and such persons as the Vice Chancellor may authorize to administer the oath or affirmation required of public employees pursuant to the provisions of Government Code Sections 3100-3109.

See Board Policy 7100, Commitment to Equal Employment Opportunity and Diversity and Board Policy 7120, Recruitment and Hiring.

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