

**RECRUITMENT AND SELECTION**

BP No. 7120
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Board Adopted: 4-30-69; 5-26-76; 3-28-79; 5-84; 2-24-88; 3-23-88; 6-13-90;  
4-13-05;

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- I. The Superintendent/President shall establish procedures for the recruitment and selection of employees including, but not limited to, the following criteria:
- II.
  - A. An Equal Employment Opportunity Policy shall be implemented according to Title V and Board Policy 3420.
  - B. Academic employees shall possess the minimum qualifications prescribed for their positions by the Board of Governors.
- III. The Superintendent/President is authorized to employ Academic/Classified part-time, short-term, and substitute employees as needed within the budget allowance. Part-time, short-term, and substitute employees' names shall be submitted to the Board for approval or ratification.

The Superintendent/President is also authorized to employ persons as needed to fill positions resulting from any federal or state legislative enactment or any other special funding as part of the classified service. (Education Code Sections 88003, 88004, 88005, 88006) New classifications required for such positions will be established based on equitable relationships and available funding.

- IV. The criteria and procedures for hiring academic employees shall be established and implemented in accordance with board policies and procedures regarding the Academic Senate's role in local decision making.
- V. The criteria and procedures for hiring classified employees shall be established after first affording the CSEA an opportunity to participate in the decisions under the Board's policies regarding local decision making.
- VI. Source/Reference

*EC 70902(b)(7)& (d); 87100 et seq. 70901.2, 70902, and 87100 et seq.; Title 5, Section 53000, et seq., 51023.5; Accreditation Standard III.A.1*