

EXECUTIVE SUMMARY AND QUICK REFERENCE GUIDE TO CLASSIFICATION OF EMPLOYMENT UNDER THE CALIFORNIA EDUCATION CODE

Permanent Employment

Academic Employees

Educational Administrator—Includes all educational/academic supervisors and managers as defined in Education Code, Board Policy and authorized annually by the Governing Board.—EC 87002 (b), EC 53402 (b)

Faculty—Includes all full-time, tenure-track and categorical professors, associate professors, instructors, librarians and counselors whose contractual obligation exceeds .67 full-time equivalent (FTE).—EC 87601, EC 53402 (c)

Classified Employees

Classified—Includes all non-academic employees, except those who are designated as temporary employment and student employees.—EC 88001

****Confidential/Unrepresented**—Includes all confidential, classified supervisors and managers as defined in the Education Code, Board Policy and authorized annually by the Governing Board.—EC 88004

Temporary Employment

****Adjunct Faculty**—Includes all part-time, hourly-paid faculty, including but not limited to, those whose contractual obligation is greater than .1 full-time equivalent (FTE) up to .67 FTE per semester.—EC 87612

Substitute Employment—Includes any person who is employed to replace any Classified employee who is temporarily absent from duty; or if the District is engaged in a procedure to hire a permanent employee to fill a vacancy in any Classified position.—EC 88003

Short-Term—Includes any person who is employed to perform a service for the college/district, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis.—EC 88003

Professional Expert—Includes any person not a part of the Classified service who is employed on a temporary basis for a specific project, regardless of the length of employment. A professional expert has the following elements:

1. Professional expertise/specialized knowledge
2. Temporary/finite basis
3. Working on a specific project

—EC 88003 and 88076

Students—full-time students employed on a part-time basis for the college—EC 88003 and 88076