

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

December 8, 2009

Agenda Item: 3.7

Subject: Adoption of Resolution No. 04-0910 – Resolution to Delegate Personnel Actions to Designee

Recommended Action: That the Board of Trustees adopt Resolution No. 04-0910 Delegating Personnel Actions to Designee. It is further recommended that this resolution become effective upon adoption.

Submitted: Mary Anne Gularte/Date

Approved: Joel L. Kinnamon/Date

–

_____ APPROVED

_____ DISAPPROVED

_____ TABLED

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 04-0910

RESOLUTION TO DELEGATE PERSONNEL ACTIONS TO DESIGNEE

WHEREAS, Education Code section 70902, subdivision (d) permits a governing board of a community college district to, by majority vote, adopt a rule delegating any statutory power vested in the governing board, other than those expressly made nondelegable by statute, to a district's chief executive officer or any other employee or committee.

WHEREAS, Education Code section 70902, subdivision (d) requires that any delegation of board power contain limits on such delegation.

WHEREAS, in order to aid in the efficient execution of various personnel matters by the Office of Human Resource Services, the Board finds it necessary to delegate its statutory powers over certain personnel actions to the Chancellor; Vice Chancellor, Human Resource Services and Organizational Development; and/or their designee.

WHEREAS, the Office of Human Resource Services enforces strict compliance with California Education Code, Title V, Board Policies and Procedures, and other legal provisions. Further, the Office of Human Resource Services confirms and documents all applicable conditions of employment to meet or exceed legal standards.

BE IT RESOLVED by the Board of Trustees of the Chabot-Las Positas Community College District that, pursuant to Education Code section 70902, hereby adopts a rule delegating the powers listed in Attachment "A" to the Chancellor; Vice Chancellor, Human Resource Services and Organizational Development; and any designee, with the limits contained therein.

BE IT FURTHER RESOLVED, that to promote transparency and maintain scrutiny of personnel actions, the Board directs the Vice Chancellor, Human Resource Services and Organizational Development, to provide the Board with informational monthly reports that will be reported in public session for the following actions taken pursuant to this Resolution: professional expert, short-term employee, part-time faculty (adjunct) faculty appointments, and resignations (retirements and separations).

PASSED AND ADOPTED by a roll call vote on the 8th day of December 2009 by the Governing Board of Chabot-Las Positas Community College District of Alameda County, State of California.

Resolution No. 04-0910
December 8, 2009
Page 2

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Date

Secretary of the Board of Trustees of the
Chabot-Las Positas Community College District,
County of Alameda, State of California

Personnel Actions Delegated by the Board of Trustees

1. Appointment of Professional Expert
2. Appointment of Short-term Employee
3. Appointment of Part-time (Adjunct) Faculty
4. Appointment of Student Worker
5. Appointment of Classified, Confidential, or Supervisory Substitute
6. Appointment of Volunteer
7. Appointment to Interim Classified, Confidential, or Supervisory Position
8. Change in Full Time Equivalent (FTE) of Classified, Confidential, or Supervisory Employee
9. Approval of Overload Schedule for Regular Contract Faculty
10. Approval of Faculty Stipend
11. Approval of Pre-Retirement Reduced Workload for Regular Contract Faculty
12. Approval of Addition of Position to Organizational Chart and/or Budget
13. Salary Placement/Movement on Salary Schedule for Classified and Academic Employees Based on Collective Bargaining Agreement
14. Acceptance of Resignation of All Employee Classifications, to Be Effective Date Received by Designee
15. Discretionary Leave of Absence for All Employee Classifications, Up to 30 Days Only
16. Approval of Temporary Out-of Class Assignments for All Employee Classifications
17. Approval of Temporary Adjustment of Employment for Classified Employee (temporary increase or decrease of FTE)
18. Confirmation of Placement of 39-Month Re-Employment List Per California Education Code

