

Board of Trustees Agenda Item

Board Meeting Date: 11/1/10

Title of Item:

Board Policy 4125 - Authorization to Offer Employment (1st Reading)

Background and Analysis:

Given the recent reductions in staffing across the District in response to reduced budgets and increasing demands for services, and in order to improve the District's ability to operate efficiently and effectively during periods of turnover, vacancy in positions, and other employment related changes throughout the District, District administration requests the Board to authorize the Chancellor, when necessary, and on a routine and ongoing basis, the authority to approve appointments and other employment actions. Each action will be brought to the Board for ratification, however, prior Board approval is required for appointment as Chancellor, Interim Chancellor and Acting Chancellor, and for regular appointment as President, Vice Chancellor, and Executive Director of Facilities, Operations and Construction.

This proposed change does not affect the Chancellor's ability to delegate to other members of the Chancellor's executive staff to serve as acting Chancellor during the Chancellor's absence due to travel, leave or other reasons which take the Chancellor out of the area or otherwise impede the Chancellor's ability to be readily available to perform the duties of Chancellor for short periods of time. This temporary delegation of authority does not constitute an "appointment" for the purpose of BP4125.

The policy as proposed is submitted to the board for a 1st reading.

Recommendation: Information only

Submitted by: Dorene Novotny, x6210

Additional contact names:

Is backup provided? Yes

*Foothill-De Anza Community College District
Board of Trustees
Board Policy Manual*

Authorization to Offer Employment

4125

The Board authorizes the Chancellor ~~when necessary~~, to authorize employment and other personnel action items pending Board ratification provided he/she has verified that all appropriate procedures and policies have been followed. Prior Board approval is required for an appointment as Chancellor, Interim Chancellor and Acting Chancellor, and for a regular appointment as President, Vice Chancellor and Executive Director of Facilities, Operations and Construction.

Approved 10/25/61
Amended 12/3/73; 11/18/96