



Administrative Regulation
Chapter 7 – Human Resources

AR 7250 ACADEMIC ADMINISTRATORS RETREAT RIGHTS PROCESS

Academic administrators who have achieved tenure as faculty in the District:

A tenured employee, when reassigned from a faculty position to an administrative position, retains their status as a tenured faculty member and, upon making a written request to the Superintendent/President, may retreat to a faculty status. In such cases, the Superintendent/President shall inform the department of retreat and the Academic Senate.

Academic Administrators who have not achieved tenure in the District:

Academic administrators hired after July 1, 1990 who have not achieved tenure can acquire the right to become first-year tenure-track probationary faculty members in accordance with this administrative regulation.

An academic administrator employed to perform services related to a contract with a public or private agency or a categorically funded position or project shall not be entitled to any of the retreat rights specified in this administrative regulation. No employment contract for an administrator employed as stated above shall provide for retreat rights.

1. An academic administrator hired after July 1, 1990 who did not have faculty tenure in the District at the time of hire may be reassigned to a first-year probationary faculty position upon making a written request to the Superintendent/President, and provided that they can demonstrate meeting all the following criteria:
 - A. The administrative assignment expires or the administrator is terminated for a reason other than dismissal for cause.
 - B. The administrator has completed at least two years of satisfactory service to the District as a faculty member or administrator, or a longer period as established by contract with the administrator.
 - C. The administrator requests to become a first-year tenure-track probationary faculty member in a discipline that can support an additional full-time faculty position (i.e. the reassignment would not result in the layoff of a full-time faculty member in the qualified discipline and the District has available ongoing funding to support the position).
 - D. The administrator seeks a position in a discipline in which they have a valid credential or meets the minimum qualifications specified by the Board of Governors List of Disciplines or possesses equivalent qualifications deemed sufficient by the department of retreat.
2. Upon determination by the Superintendent/President that reassignment to a first-year probationary faculty position is appropriate, the Superintendent/President shall forward the request to the department of retreat and the Academic Senate for review and recommendation.

3. After receiving the recommendations of the department of retreat and the Academic Senate, the Superintendent/President shall, if he/she determines to proceed with the reassignment, forward their recommendation to the Board of Trustees. The written record of the Board's decision on this matter shall include the views of the department of retreat and the Academic Senate and shall be available for review.

References:

Education Code Sections 72411 et seq., 87002(b), and 87457-87460;
Government Code Section 3540.1(g) and (m)

Approved: September 2003

Revised: February 7, 2010 (Academic Senate) and December 14, 2010 (Senior Staff)

Revised and Approved by Senior Staff: February 2022

(Replaces SMC AR 3429)