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**Board Policy**  
Chapter 7 – Human Resources

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**BP 7250            ACADEMIC ADMINISTRATORS**

An administrator is a person employed by the Board of Trustees in a supervisory or management position as defined in Government Code Sections 3540 et seq.

Academic administrators are those who exercise direct responsibility for supervising the operation of or formulating policy regarding the instructional or student services programs of the District.

Academic administrators shall be compensated in the manner provided for by the appointment or contract of employment. Compensation shall be set by the Board upon recommendation by the Superintendent/President. Educational Administrators shall further be entitled to health and welfare benefits made available by action of the Board upon recommendation by the Superintendent/President.

Academic administrators shall be entitled to vacation leave, sick leave, and other leaves as provided by law, these policies, and administrative procedures adopted by the Superintendent/President.

Every academic administrator shall be employed by contract. The contract will specify the terms of employment.

If the Board determines that the administrator is not to be reemployed when their contract expires, notice to an administrator shall be in accordance with the terms of the existing contract. If the contract is silent, notice shall be in accordance with Education Code Section 72411.

**Retreat Rights - Academic Administrators**

Academic administrators shall have retreat rights to a faculty position consistent with applicable provisions of the Education Code and Administrative Regulation 7250.

Also see BP/AR 7120 Recruitment and Selection and BP/AR 7260 Classified Supervisors and Managers.

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

Adopted: July 9, 2001 (for BP 3432) and May 4, 2010 (for BP 3430)

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