AP 7303 Professional Experts

Reference: Education Code Section 88003

I. Professional Experts

1. Definition

   a. A professional expert is a person with specialized knowledge or expertise not generally required of, or found within, the regular established classified classifications.

   b. A professional expert is not a part of the classified service.

2. Length of Employment

   a. A professional expert is hired for the duration of a specific project and/or grant regardless of the length of employment.

   b. A professional expert may be hired for successive contracts.

3. Salary and Benefits

   a. A professional expert shall be employed pursuant to a written contract establishing the project and/or grant, the duties to be performed, the term of employment and the compensation to be paid for each period of employment.

   b. A professional expert is not eligible for vacation, sick leave, holiday pay, or health benefits unless otherwise specified in the written contract.

4. Authorization

   a. A professional expert may not begin employment until after the Board of Trustees, at a regular meeting, has approved the employment of the professional expert.

   b. A professional expert request form must be completed and submitted to the Office of Human Resources prior to submission to the Board of Trustee for authorization for employment.
5. Special Provisions

   a. A professional expert may not begin working until after all employment paperwork has been completed in the Office of Human Resources, including signing his/her professional expert contract.

   b. A new professional expert contract will be required for each employment period.

   c. A regular employee may not be hired as a professional expert to perform duties related to his/her current assignment.

   d. A regular employee employed as a professional expert may not perform those duties during his/her regular working hours.

   e. An adjunct faculty member may be employed as a professional expert provided the duties to be performed as a professional expert meet the definition of “professional ancillary activities” (Education Code Section 87482.5), or are not academic duties.

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