

## CITRUS COMMUNITY COLLEGE DISTRICT HUMAN RESOURCES

### **AP 7200 Classification of Academic Employees**

Reference: Education Code Section 87604

*Academic Position* Includes every type of service, excluding paraprofessional service, for which minimum qualifications under Title 5 have been established by the Board of Governors.

*Academic Employee* Refers to a person employed by the District in an academic position.

*Certificated Employee* Whenever this term may be used it shall reference an academic employee.

1. Regular - A tenured full-time faculty member.
2. Contract - A probationary (non-tenured) faculty member who will serve a four year probationary period, commencing with the fall term of the first academic year in which the Contract Faculty Member serves at least seventy-five (75%) percent of the days considered a full-time assignment. A first year contract faculty member serves under a one-year contract; a second year contract faculty member serves under a second one-year contract and; a third year contract faculty member serves under a two-year contract completing the third and fourth years of the probationary period.
3. Temporary Employees - All academic employees who are not contract, regular faculty or administrators are temporary employees, as follows:
  - A. Daily Substitute – An academic employee employed on a day-to-day basis for the purpose of replacing an academic employee who is absent from service.
  - B. Long Term Substitute - An academic employee employed for the purpose of replacing an academic employee who is experiencing a long term absence or has been granted leave for a semester or academic year.
  - C. Long Term Temporary Employee - An academic employee employed for at least one semester due to the need for an instructor and no regular employee is available or due to an increase in the number of students for the particular semester.

D. Adjunct - an academic employee employed to teach classes for not more than 67% of the hours per week considered a full-time assignment for regular employees having comparable duties.

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Desk Review	08/26/13
Desk Review	03/15/17