

CLASSIFICATION

- A. The Board shall classify all positions in the classified service and other positions not requiring certification or academic faculty minimum qualifications.
- B. Each position shall have a designated title, regular minimum number of assigned hours per day, days per week and months per year.
- C. A specific statement of the duties required and the salary ranges shall be established for each position.
- D. Employees may be required to work outside of their job classification. Compensation shall be adjusted to reflect those duties outside of their normal assignment.
- E. The Board of Trustees or its Designee shall establish salary rates for new classified positions. Salary rates shall be established by the surveying of outside agencies with like position or by internal alignment. Agencies surveyed shall be agreed upon with the bargaining unit for unit positions.
- F. A Committee of (3) consisting of the CSEA Field Representative, the Chapter President and one unit employee in a like position, will meet with the Administrative Dean, Human Resources, to review and negotiate the salary of the new classification.

Legal Reference:

EDUCATION CODE

88004

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

Sec. 1607 Uniform Guideline

CSEA COLLECTIVE BARGAINING AGREEMENT

Adopted: 4/15/91