

Kern Community College District
Office of Human Resources
January 24, 2012

Proposed Addition to
Kern Community College District
Board Policy Manual
Section Six – Certificated Academic Senate

Policy 6H

Governance Process: *Rely Primarily Upon*

Reason for Addition: *To Amend District Policy*

6H Adjunct Employment (See Procedure 6H)

6H1 The Board of Trustees shall appoint all adjunct faculty to provide instruction or services for the District.

6H2 All adjunct appointments by the Board of Trustees shall be provided by the Administration which will involve the active participation and recommendation of faculty.

6H3 The District shall adopt administrative procedures for hiring adjunct faculty who meet the following criteria:

- a. meet state mandated discipline Minimum Qualifications or meet criteria to receive an equivalency for the discipline as determined by an Academic Senate Equivalency committee.
- b. demonstrate subject area knowledge and competency.
- c. be skilled in teaching and serving the needs of a diverse student population.
- d. show potential for overall professional effectiveness.
- e. communicate effectively.
- f. demonstrate a sensitivity to the ethnic and cultural diversity of our communities.

6H4 It is the responsibility of the Human Resources office to establish and maintain applicant pools for Adjunct hiring. To the extent possible, the

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adjunct pools shall have applicants in all disciplines the college provides for the District.

6H5 Unless an emergency situation exists, the Department/Division administrator shall offer adjunct employment only to candidates from these adjunct faculty hiring pools.

6H6 The Human Resources office at each College is responsible for monitoring, training, and consulting College administration, faculty, and staff involved with the recruitment and screening process for adjunct faculty.

6H7 Nothing in this Policy or District Administrative Procedure shall violate federal or state laws governing personnel employment.

Strike out entire Section 7 of Board Policy

Reviewed and Recommended by
Chancellor's Cabinet
April 18, 2011

Reviewed by Consultation Council
May 26, 2011

Reviewed by Consultation Council
January 24, 2012