

**CHAPTER 5: Non-Represented Personnel
BOARD POLICY NO. 5.50**

**BOARD POLICY
San Mateo County Community College District**

Subject: 5.50 Classified Professional/Supervisory Employees: Employment and Transfer
Revision Date: 11/10
Policy References: Government Code Section 3540.1; Education Code Section 72411

1. It is the intent of the Board of Trustees to identify the best qualified person for each classified professional/supervisory position to insure superior quality education for students of the District while maintaining an efficient and cost-effective operation. Based on the recommendations of the Chancellor, classified professional/supervisory positions shall be determined by the Board of Trustees.
2. Appointments to classified professional/ supervisory positions are made by the Board of Trustees based upon the recommendation of the Chancellor. The President of a College will make recommendations to the Chancellor for all College classified professional/supervisory appointments.
3. The selection process to be followed in hiring classified professional/supervisory employees is specified in the Classified and Management Selection Procedures adopted by the Board of Trustees and maintained by the Office of Human Resources.
4. Classified professional/supervisory employees may be transferred from one District unit to another should the needs of the District be best served by such action. Transfer may be initiated by the Chancellor or requested by the employee. All transfers will be made in accordance with District policies.