

Chapter 7 - Human Resources

AP 7232 Classification Review

References:

Education Code Sections 88001 and 88009

Every position in the classified service in the College shall be assigned a classification. These classifications will determine the salary levels that shall be applied to these positions. Review of class specifications shall be undertaken regularly to revise and update the duties and/or responsibilities of positions in the classified service. The College shall determine the method for implementing this process. This does not preclude a management restructuring of a specific department(s) based on the needs of the College.

A classified or confidential employee who is reclassified to a higher level will be placed on the salary schedule with at least a 3% salary increase, or the highest step possible if less than a 3% increase.

A manager who is reclassified to a higher level will be placed on the salary schedule with at least a 5% increase or Step 5 if Step 5 is less than a 5% increase.

Reviewed: May 14, 2013

Reviewed: December 6, 2014

Reviewed: June 9, 2015

Reviewed: August 17, 2016