Proposed Addition to
Kern Community College District
Board Policy Manual
Section Ten – Confidential and Management Employees

Policy 10C6

Governance Process: Share as Information Only
Reason for Addition: To Establish District Policy

Subsequent sections will be renumbered.

10C Confidential and Management Compensation (Revised February 3, 2005)

10C6 Teaching Assignments for Management Employees

Adjunct assignments may be occasionally granted to Management Employees who demonstrate an organizational ability to add a teaching assignment to their full-time Management Employee obligation without interference with their satisfactory performance of their assignment.

Assignments shall be made in a manner consistent with the scheduling practices of the department/division.

The Office of Human Resources shall be responsible for monitoring the following:

a. The Chancellor or designee shall review all Management Employees' teaching assignments in advance of the assignment commencing.

b. All Management Employees performing Adjunct instruction shall start their assignment no earlier than 6:00 p.m. Monday through Friday. Instruction provided on Saturdays or Sundays does not have restrictions unless there is a pre-scheduled event requiring the Management Employees' attendance.
c. No online instruction, office hours, nor ancillary office duties shall be performed during the Confidential and Management Employees' regular work day.

d. All Management Employees who are compensated at a Dean salary grade level or above may teach in addition to their regular work assignment. This Adjunct assignment shall be without pay.

e. All Management Employees compensated below a Dean salary grade level may be eligible to provide Adjunct faculty instruction, with or without pay.

10C7 Outside Activities

A Management Employees' outside activities shall not interfere in any way with the performance of the management employees' duties.

Reviewed and Recommended by
Chancellor's Cabinet
January 12, 2010

Reviewed by
District Consultation Council
January 26, 2010; February 23, 2010; April 13, 2010

Reviewed and Recommended by
District Consultation Council
May 25, 2010

Reviewed by Chancellors Cabinet
July 12, 2011