Section I. General Information

A. Introduction

This Policy Statement and the Personnel Policy Statement for College Employees (‘Common Policies”) contain the personnel policies of the Pima County Community College District Governing Board regarding administrative personnel.

Administrative personnel are contract, full-time regular employees whose principal duties are to provide administrative direction and leadership to the College as directed by the Board of Governors and dictated by the mission of the College. Placement into this group must be determined and approved by the Chancellor.

B. Management Rights and Responsibilities

The Board delegates to the Chancellor, who delegates to the administrators, the rights and responsibilities to administer, manage, direct and control the activities and work force of this College. The Administration will develop regulations and procedures that are necessary for the purpose of implementing these policies. The foregoing rights, together with the right to determine the methods, processes and manner of performing work, are vested exclusively with the College.

Nothing in these personnel policies shall inhibit, restrict, modify and/or supersede the Board’s responsibilities and/or authority pursuant to, and in compliance with, any state or federal law, executive order, agency rule or guideline, including Presidential Executive Order 11246; Title VII, Civil Rights Act of 1964, Section 503, Rehabilitation Act of 1973; the Vietnam Era Veterans Readjustment Assistance Act of 1974; the Americans with Disabilities Act of 1990 and the Civil Rights Act of 1991.

The personnel policies contained herein may be supplemented, modified or deleted without restriction by the Governing Board pursuant to its statutory authority. In the administration of the Board’s personnel policies, the College Human Resources Office is responsible for interpreting and overseeing the implementation of the policies.