Membership

Search committees for administrative positions will be established and convened by the appropriate college or district hiring administrator or their designee. The committee shall include an administrator who shall serve as the committee chair and an equal opportunity representative from outside the department program. In addition, MAJOR administrative positions that have broad impact on faculty, the instructional program, and student learning, INCLUDING: COLLEGE PRESIDENT, INSTRUCTIONAL AND STUDENT SERVICES VICE-PRESIDENTS, ASSOCIATE VICE-PRESIDENTS, DIRECTORS, AND DEANS SHALL have appropriate representation of the faculty most likely to be affected by the administrator *(normally, not to exceed two).* SEARCH COMMITTEES THAT HAVE BROAD IMPACT ON FACULTY, THE INSTRUCTIONAL PROGRAM, AND STUDENT LEARNING WILL INCLUDE A MINIMUM OF THREE FACULTY SEATS, ONE OF WHICH WILL BE DESIGNATED FOR A PART-TIME FACULTY WITH RE-EMPLOYMENT PREFERENCE. IN THE CASE OF A HIRING COMMITTEE FOR AN INSTRUCTIONAL OR STUDENT SERVICES DEAN OR DIRECTOR, ALL THE FACULTY MEMBERS ON THE COMMITTEE WILL PREFERABLY BE FROM THE DIVISION THAT DEAN OR DIRECTOR WOULD SUPERVISE. IF THERE IS NO PART-TIME FACULTY VOLUNTEER, THEN THAT PART-TIME SEAT CAN BE DESIGNATED FOR A FULL-TIME FACULTY. Classified staff and other administrators, when appropriate, may also serve on the committee. *In any case, the search committee shall normally be composed of a majority of administrators.*

AFTER AN OPEN CALL GOES OUT TO FACULTY WHO ARE ELIGIBLE TO SERVE ON THE SEARCH COMMITTEE, the hiring administrator shall forward a list of all faculty VOLUNTEERS TO THE ACADEMIC SENATE. ALL FACULTY APPOINTMENTS TO SEARCH COMMITTEES MUST BE CONFIRMED BY THE ACADEMIC SENATE. The administrator shall also notify the Classified Senates of classified staff serving on administrative search committees.