

## Article 12 **REASSIGNMENT**

- 12.1 This article applies to regular and contract faculty employees with the exception of probationary faculty employees who are covered under Section 12.4 and 12.5 only. For the purposes of this article, “contract faculty employee” shall be limited in meaning to “grant-funded faculty employee.” A faculty employee may be reassigned to perform duties in any discipline in which the employee:
- 12.1.1 Meets the statewide minimum qualifications or equivalency; or
  - 12.1.2 Holds a valid California credential specifically listing the subject matter area to which the faculty employee is being reassigned.
- 12.2 A contract or regular faculty employee may initiate a reassignment to a discipline other than the employee’s current discipline by filing an annual written request with the Vice President of Instruction (Educational Resources) of the college on or before June 30. The request for reassignment shall remain confidential until an appropriate position is authorized. At that time, the Vice President shall: 1) notify the faculty employee in writing of the anticipated opening; and 2) notify both the appropriate Vice President and the Dean who supervise the requested discipline of the faculty employee’s interest in reassignment. Within five (5) working days of such notification, the faculty employee shall submit to the appropriate Vice President, with a copy to the Division Dean, a statement of eligibility consistent with the provisions of Section 12.1. Upon receipt of the statement of eligibility, the Vice President and the Division Dean shall discuss the reassignment in consultation, to the extent practicable, with a faculty representative of the discipline or program. The Vice President and Division Dean shall next meet with the contract or regular faculty employee within five (5) working days of receipt of the statement of eligibility unless the Vice President or designee requests an extension or is unavailable to respond. In either case, a decision shall be made before a job opening is posted or any new employee is recruited. The Vice President shall forward a recommendation to the President. If the faculty employee’s request is approved, he or she shall be reassigned to that discipline. If the faculty employee’s reassignment is not approved, upon request, he or she may discuss the denial with the Vice President and/or the President.
- 12.3 A faculty employee who fails to file a written request for reassignment by June 30 or who fails to meet the timeline for submitting a statement of eligibility, as described in Section 12.2, may apply for an open faculty position through the District Office of Human Resources and the regular procedures established for job application.
- 12.4 The Board may assign a faculty employee to a discipline other than the employee’s current discipline consistent with the terms of Section 12.1, provided that such reassignment shall be made only with his or her consent and the concurrence of a representative of FA, a representative of the division or program to which he or she may be assigned, and a representative of the Board. A faculty representative of the division or program shall normally be consulted regarding the proposed reassignment.
- 12.5 Notwithstanding Section 12.4, the Board may, after consulting with FA, reassign a faculty employee if such a reassignment is necessary to (1) complete an employee’s full, annual load or (2) to meet the program or staffing needs of the District which may include, but are not limited to, filling a vacant position either permanently or temporarily with a qualified replacement or resolving a persistent personnel conflict.

No reassignment shall be effected for punitive reasons and no such reassignment shall be effected arbitrarily or capriciously.