

Human Resources

CCLC 46 updated this policy to add provisions about providing official letters of recommendation to a district employee pursuant to changes in the Education Code. This is a 10+1. Mici 4-7-2025

Approved without changes. Nikki/HR 4-10-2025

Copy to Angela (HR), Mia/General Counsel 4-8-2025

To Academic Senate. 4/10/2025

BP 7210 ACADEMIC EMPLOYEES

Education Code Sections 87400 et seq., 87600 et seq., and 87482.8;
Title 5 Section 51025

College of Marin employs, for academic positions, persons who possess the qualifications prescribed by regulation of the California Community College's Board of Governors, including qualifications required for specific disciplines by the California Code of Regulations, Commissions, and State Law.

Any administrator or supervisor who elects to provide an official letter of recommendation to a District employee must consult with the District's human resources office to determine if the employee is a respondent in a sexual harassment complaint filed with the District. The District prohibits an administrator or supervisor from providing an official letter of recommendation if the employee is a respondent in a sexual harassment complaint and any of the following occurred: (1) the District's final administrative determination determined the employee committed sexual harassment, (2) before a final administrative decision is made, and while an investigation is pending, the employee resigns from their current position, and (3) the employee enters into a settlement with the District based on allegations arising from the sexual harassment complaint.

Also see AP 7210 Academic Employees

Office of Primary Responsibility: Human Resources

Date Adopted: June 22, 2010 (*Replaced College of Marin Policy 5.0007*)

Date Reviewed/Revised: June 20, 2023

Date Revised: