

**LINE OF RESPONSIBILITY****BP 2060**

Each employee in the Cabrillo Community College District is responsible to the Governing Board through the Superintendent/President.

All personnel shall refer matters requiring administrative action to the administrator immediately in charge of the area in which the problem, concern, and/or question arises.

Administrators shall refer such matters to the next higher authority when necessary.

Employees shall have the right to appeal administrative decisions insofar as they apply to items covered in current employee agreements. Management employees' rights are specified in existing Board policy, California Education Code, and applicable state and federal laws.

*Legal Reference: None*

Adopted: February 1, 1988