

FACULTY SEARCH AND SELECTION PROCEDURES BP 5105

The goal of the faculty selection process at Cabrillo College is to hire faculty who are experts in their subject area, who are skilled in teaching and serving the needs of a diverse student population, who can foster overall college effectiveness, and who are sensitive to ethnic and cultural diversity in the community. Moreover, it will be the objective of the District to have a faculty reflecting the ethnic and cultural diversity of the college district. The Cabrillo College District recognizes that faculty hiring procedures and guidelines are important to ensure the maintenance of a faculty of the highest quality.

Though principal legal responsibility and authority rest with the College Governing Board, the college administration and faculty share with the Governing Board the responsibility for ensuring an effective and legal hiring process. Development of the procedures and guidelines are likewise the shared responsibility of the Governing Board through the administration, and faculty through the Faculty Senate. These procedures and guidelines will be developed with the intention to maintain diversity of committee membership, and objectivity, fairness, and consistency in the treatment of applicants.

These procedures and guidelines recognize that responsibility for selecting well-qualified people is shared cooperatively by faculty members and administrators. These shared responsibilities include: following District policies, developing job descriptions, equivalencies, and local qualifications recruiting; screening, interviewing, and selecting the recommended candidates. Screening, selection, and recommendations shall be strictly confidential.

In order to achieve the objective of establishing a faculty reflecting the ethnic and cultural diversity of the community, the hiring process shall be carried out in accordance with equal employment opportunity and diversity values and college policies. Equal employment opportunity and the College's diversity values shall be observed at all stages of the hiring process.

Legal Reference: AB 1725, Section 4

Adopted: May 7, 1990

Revised: June 3, 2002

Revised: November 14, 2005