

Human Resources

AP 7120 RECRUITMENT AND HIRING

References:

Education Code Sections 87100 et seq., 87400, 87604.5, and 88003;
ACCJC Accreditation Standard 3

The Office of Human Resources establishes and maintains current recruitment and hiring procedures. These procedures are available on the Human Resources website.

The district's recruitment and hiring procedures shall demonstrate a commitment to diversity, equity, and inclusion in order to achieve the district's mission and support students in achieving their educational goals. The district's recruitment and hiring procedures allow the district to engage in diversity hiring that increases the representation of underrepresented communities in the district's workforce. Diversity hiring includes a hiring process that mitigates unconscious bias and eliminates irrational barriers to employment to allow the district to hire the best candidate regardless of the candidate's protected classes. Underrepresented communities consist of individuals holding identities broadly underrepresented in the district's workforce in comparison to their representation in the field or job category within the state of California or nationally in higher education.

Equal Employment Opportunity Plan

The district's Equal Employment Opportunity plan will document the multiple measures that capture the broad array of strategies and actions the district uses or will use to ensure equal employment opportunity. The chancellor shall provide the Board with an annual report regarding the district's EEO Plan.

Approved: July 21, 2015

Board Reviewed: June 17, 2025