

POLICY NAME:	204.01: Appointment of Local Administrative Staff
EFFECTIVE:	10-8-2025
SUPERSEDES:	Policy 204.01, Issued 6-12-2024
SOURCE:	<i>Code of Alabama Section 16-60-111.7</i> ; Act 2024-360
CROSS REFERENCE:	

1. The President appoints all faculty and staff at the local level.

2. The President is directed to obtain prior approval from the Chancellor for all dean-level administrators or vice-presidents whom the President intends to appoint at the institution and provide the Chancellor with the name and the curriculum vitae of all dean-level administrators or vice-presidents whom the President intends to appoint at the institution.

3. Effective July 1, 2024, any Vice-President newly hired, reorganized, or transferred to that position at any ACCS college shall enter into an employment contract with the President in the form prescribed by the Chancellor's Office. Vice-Presidents cannot achieve or maintain non-probationary/tenure status under the Students First Act. Their employment will be governed solely by the terms of the contract.

4. Effective July 1, 2024, any executive and administrative management personnel including but not limited to a Dean, Assistant or Associate Dean, Executive Director, Director, Deputy, or Chief hired by an ACCS college on or after July 1, 2024 (including by reorganizations or transfers) shall be employed on a contract basis in the form prescribed by the Chancellor in the accompanying procedures. Their employment will be governed solely by the terms of the contract. Upon request of a President, the Chancellor has the authority, but is not required, to waive the employment contract requirement in cases where a current Dean, Assistant or Associate Dean, Executive Director, Director, Deputy, or Chief is being involuntarily transferred or reorganized into another position with one of these titles, when the change is critical to meeting the needs of the College.