

**Recruitment of Vice Presidents**

For the recruitment of vice presidents, an ad hoc screening committee will be appointed by the superintendent/president to assist in the identification of candidates. This committee will recommend the content for position announcements, review and evaluate application materials, select applicants to be interviewed by the committee, and recommend finalists to be interviewed by the superintendent/president who makes the final hiring decision.

The screening committee will include the other vice president(s), Academic Senate Council president or designee, one or more additional faculty members selected by the Academic Senate Council president, one or more classified employee(s) from the division/work group of the position being filled, one or more classified and academic administrators, and an Equal Employment Opportunity representative. The number of representatives of each employee group will be determined in consultation with the superintendent/president and the president of the appropriate constituent group. The superintendent/president may augment the committee membership from inside or outside the district.

**Recruitment of Deans and Associate Deans**

Procedures related to the hiring of academic administrators (deans and associate deans) are outlined in Chapter 2 of the MiraCosta Community College District Academic Administrator Association (MCCCDAAA) working conditions manual.