

**RIGHTS AND DUE PROCESS**  
**ACCCA Task Force On Professional Standards**

A community college administrator should have the right:

1. To be considered for employment without regard to race, sex, creed, age, national origin or physical limitation.
2. To a clear written statement of the philosophy, goals, and objectives of the institution; of the duties and responsibilities of the position; and of the conditions of employment including, but not limited to, statements on salary and fringe benefits, term of office, process of review, date of notification of action regarding renewal or continuance.
3. To work in a setting of institutional support and a climate of professional respect.
4. To be assigned authority commensurate with responsibilities and resources adequate to carry out assigned functions.
5. To act independently within the scope of authority to carry out responsibilities assigned.
6. To perform duties and carry out responsibilities without disruption or harassment.
7. To be provided with legal and financial protection from liability in carrying out duties of the position.
8. To participate in formulating and implementing institutional policy at a level appropriate for the position held.
9. To speak for the institution at the level of assigned authority.
10. To participate in associations and to support causes of his or her choice.
11. To privacy regarding personal matters.
12. To participate in and to be supported at an appropriate level in activities providing for professional growth such as career advancement and promotion, sabbatical leaves, other leaves and conference attendance.
13. To loyal support from supervisors for the proper performance of work assigned.
14. To be evaluated in a professional manner on a regular and systematic basis, and to receive adequate notice of dissatisfaction with performance or of action to terminate in accordance with existing statutes.
15. To due process in accordance with written procedures which are communicated to the administrator prior to appointment.