

## AP 7233 Claims for Work Out of Classification

Reference:

*Education Code Section 88010, CSEA collective bargaining agreement.*

Classified employees who believe that they are performing work that is beyond the scope of their position requirements should immediately discuss the issue with their supervisor. Requests for modifications to position description requirements (including duties, qualifications, classification, and level of compensation) require collaboration with the Human Resources Office. This procedure in no way alters the exempt or non-exempt salary status of district employees. Requests for any additional compensation (outside of the contract or collective bargaining agreement) need to be approved in writing in advance.

Refer to the collective bargaining agreement between the Imperial Community College District and California School Employees Association, Chapter 472.