

ARTICLE XIX

STUDENT WORKER CLASSIFICATIONS

101900. STUDENT EMPLOYMENT.

In accordance with the Education Code, student workers are unclassified, at-will employees. Students may be hired to work in the following classifications:

- Student Aide
- Student Worker
- Program Assistant
- Student Tutor
- Career Guidance Counselor Assistant
- Police Cadet I and Police Cadet II
- Student Law Clerk I and Student Law Clerk II
- CalWORKS Student Assistant

A. Student Aide, Student Worker, and Program Assistant

Students employed as Student Aides, Student Workers, or Program Assistants must meet one of the three following requirements:

- i. Full time student (12 unit load) working part-time and enrolled in at least six (6) units (excluding community services classes) within the District:
- ii. Part-time student employed in a college work-study program and enrolled in six (6) units (excluding community services classes) within the District; or
- iii. Part-time student employed in work experience education program financed by state or federal funds, or as otherwise provided by grants or other special funds, and enrolled in six (6) units (excluding community services classes) within the District.

B. Student Tutor.

Students employed as Student Tutors must have successfully completed courses within the subject matter that are sufficient to demonstrate qualification to serve as a tutor for the course(s) they are being employed to tutor. The Chancellor may establish levels of Student Tutor positions based upon experience and the

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recommendation of the supervising administrator. Students employed as Student Tutors must be either: 1) full-time students working part-time; or 2) part-time students employed part-time in any college work-study program, or in a work experience education program financed by state or federal funds. Students employed as Student Tutors need not be enrolled in any college in the District.

C. Career Guidance Counselor Assistant.

Students employed as Career Guidance Counselor Assistants must be enrolled in at least twelve (12) upper division units, or nine (9) graduate units, in counseling or a related field at an accredited four (4) year college or university.

D. Police Cadet I and Police Cadet II.

Students employed as Police Cadet I or Police Cadet II must be enrolled in an Administration of Justice program, or other appropriate program, at a college within the District in accordance with regulations issued by the Chancellor. Students employed as Police Cadet I and Police Cadet II must be either: 1) full-time students working part-time; or 2) part-time students employed part-time in any college work-study program, or in a work experience education program financed by state or federal funds.

E. Student Law Clerk I and Student Law Clerk II.

Students employed in the Office of General Counsel as a Student Law Clerk I must be enrolled in an accredited law school and must have completed the equivalent of at least one full-time year of law school. Students employed in the Office of General Counsel as a Student Law Clerk II must be enrolled in an accredited law school and must have completed the equivalent of at least two full-time years of law school. Students employed as Student Law Clerk I and Student Law Clerk II must be either: 1) full-time students working part-time; or 2) part-time students employed part-time in any college work-study program, or in a work experience education program financed by state or federal funds. Students employed as Student Law Clerk I and Student Law Clerk II need not be enrolled in any college in the District.

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F. CalWORKS Student Assistant I, II, and III.

Students employed as CalWORKS Student Assistants must be enrolled in at least six (6) units (excluding community services classes) within the District. The employment must meet the criteria for a CalWORKS participant. The student must be employed in a job that is related to an area in which he/she is being trained. The student may not be in class and scheduled to work at the same time. The Chancellor may establish levels of CalWORKS Student Assistants positions based upon experience and the recommendation of the supervising administrator.

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101901. LIMITATIONS ON TIME AND DURATION.

- A. Enrollment requirements apply to the regular academic term for his or her primary institution of enrollment, and do not apply during summer or winter intersession.
- B. Students may be employed in the positions enumerated in 101900(A) for a cumulative maximum of five years. Students in those positions may work a maximum of twenty-five (25) hours per week during regular academic terms, and up to the maximum allowed for unclassified workers during other periods.
- C. Students employed in any positions enumerated in this rule must be in good standing and must continue to make satisfactory progress towards obtaining a degree or certificate.
- D. Students employed by special funding or through a financial aid program that requires more than twenty-five (25) hours per week may be employed as required by the applicable program.

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101902. RATES OF PAY.

The following rates of pay shall apply to student worker positions, effective July 1, 2006.

- A. Pay for a Student Aide position shall be \$7.00 or minimum wage, whichever is higher.

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- B. Pay for a Student Worker position shall be fifteen percent (15%) above the rate for the Student Aide classification.
- C. Pay for a Program Assistant position shall be twenty percent (20%) above the rate for the Student Worker classification.
- D. Pay for the first level of Student Tutor shall be fifteen percent (15%) above the rate for the Student Aide classification. Student tutors at level two shall be twenty percent (20%) above the rate for the Student Worker classification. Student tutors at level three shall be 20% above the rate for Program Assistant. The highest level of Student Tutor or Career Guidance Counselor Assistant position shall be forty percent (40%) above the rate for the Program Assistant classification.
- E. Pay for the classification of Law Clerk I shall be \$14.97 and for Law Clerk II shall be \$18.68.
- F. Pay for the classification of Cadet I shall be \$7.00 per hour or minimum wage, whichever is higher. Pay for Cadet II shall be 15% above Cadet I.

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101903. REGULATIONS.

The Chancellor may issue further regulations as necessary for the implementation of these rules.

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