

CODE OF ETHICS/STANDARDS OF PRACTICE

The Board maintains high standards of ethical conduct for its members. Members of the Board are responsible to:

Code of Ethics:

- A. Protect the interests of students in every decision and assure the opportunity for high-quality education for every student.
- B. Use the powers of the office honestly and constructively, communicating and promoting the needs of the community to the College, and the needs of the College to the community.
- C. Avoid situations which have or appear to have potential for personal gain, and to act honestly and openly at all times.
- D. Recognize that the primary duty of the Board is to represent the entire college District with awareness at all times of special needs of each of the center/instructional sites.
- E. Act only in the best interests of the entire community.
- F. Maintain an atmosphere in which controversial issues can be debated openly and fairly, protecting the dignity of individuals.
- G. Respect others; act with civility.

Standards of Practice:

- A. Be informed about the District, educational issues, and responsibilities of trusteeship.
- B. Devote adequate time to Board work.
- C. Use appropriate channels of communication.
- D. Prevent conflicts of interest and the perception of conflicts of interest.
- E. Respect the letter and intent of the Ralph M. Brown Act, taking official actions in public sessions.
- F. Ensure public input into Board deliberations; adhering to the law and spirit of the open meeting laws and regulations.
- G. Maintain the confidentiality of privileged and Closed Session information.
- H. Exercise authority only as a Board.
- I. Delegate authority to the President/Superintendent as the Board chief executive officer and confine Board action to policy determination, planning, performance evaluation, and maintaining the fiscal stability of the District.
- J. Employ a competent, productive faculty, administration, and staff, giving them confidence and support; when that is not possible, accept the responsibility for changing personnel, and restoring confidence.

The President of the Board is responsible to address charges or perceptions of violations, what steps will be taken to examine and address both legal and ethical violations, and possible consequences of violations.

The President/Superintendent and Board President are authorized to consult with legal counsel when they become aware of or are informed about actual or perceived violations of pertinent laws and regulations, including but not limited to conflict of interest, open and public meetings, confidentiality of closed session information, and use of public resources. Violations of law may be referred to the District Attorney or Attorney General as provided for in law.

Violations of the Board's Code of Ethics policy will be addressed by the President of the Board, who will first discuss the violation with the Trustee to reach a resolution. If resolution is not achieved and further action is deemed necessary, the President may appoint an ad hoc committee to examine the matter and recommend further courses of action to the Board. Sanctions will be determined by the Board officers (or committee) and may include a recommendation to the Board to censure the Trustee. If the President of the Board is perceived to have violated the code, the Vice President of the Board is authorized to pursue resolution.

Reference: Accreditation Standard IV.B.1.a, e, & h

Adopted by Board of Trustees: 9/11/05

Amended: 4/3/06

Former Bylaw #003: "Functions," Adopted by Board of Trustees: 8/15/77

Amended: 11/18/85, 10/2/89, 1/11/93, 3/7/94, 12/2/96, 12/7/99