

CITRUS COMMUNITY COLLEGE DISTRICT BOARD

BP 2715 CODE OF ETHICS/STANDARDS OF PRACTICE

References: Accrediting Commission for Community and Junior Colleges (ACCJC) Accreditation Standards IV.C.II, Community College League of California "The Ethical and Lawful Board of Trustees."

One of the most basic tenets of effective trusteeship is the recognition that the governing authority rests with the entire Board, not with any individual trustee. As individuals, trustees have no authority to direct staff, determine programs or procedures, or speak for the college, and ethical trustees do not try to do so.

The Board's voice is expressed through the policies and actions it takes in its official meetings. Once the board has decided on a policy or position, a trustee must be prepared to support it publicly. It is unethical to try to use authority independently from the board, to speak out against, or try to sabotage a board decision.

Board members are responsible to:

- hold the educational welfare of all students of the District as a primary concern;
- ensure open, mutually supportive and accountable participation of students, faculty and staff in the governing process;
- devote time, thought, and study to the duties and responsibilities of a community college Board so that they may render effective and creditable service;
- work with fellow Board members in a spirit of harmony and cooperation in spite of differences of opinion that arise during vigorous debates of points of issue;
- base decisions upon all available facts in each situation; vote by honest conviction in every case, unswayed by partisan bias of any kind; and abide by and uphold the final majority decision of the Board;
- remember at all times that an individual Board member has no legal authority outside the meetings of the Board and conduct relationships with the community college staff, the local citizenry, and all media of the community on the basis of this fact;
- resist every temptation and outside pressure to use their position as a community college Board member to personally benefit or benefit any other individual or agency apart from the total interest of the community college district;
- prevent conflicts of interest;
- recognize that it is as important for the Board to understand and evaluate the educational program of the community college as it is to plan for the business of college operation;
- bear in mind under all circumstances that the primary function of the Board is to establish the policies by which the community college is to be administered;

- welcome and encourage active cooperation by citizens, organizations, and the media with respect to establishing policy on current college operations and proposed future developments;
- support state and national community college trustees associations;
- act as advocate on behalf of the entire community to which it is accountable;
- clearly define and articulate its role as a Governing Board;
- use appropriate channels of communication;
- create and maintain a spirit of true cooperation and a mutually supportive relationship with its Superintendent/President;
- strive to differentiate between external and internal processes in the exercise of its authority;
- engage in a regular and ongoing process of in-service training and continuous improvement;
- debate issues fully and openly and vote their conscience to support the decision or policy made;
- exemplify ethical behavior and conduct that is above reproach;
- maintain the confidentiality of closed sessions;
- ensure public input regarding matters that come before the Board while adhering to the law and spirit of the open meeting laws and regulations;
- submit requests for information directly to the Superintendent/President, rather than college staff;
- recognize that requests for information requiring staff time likely to exceed four hours will be referred to the Board for consideration;
- abide by Board Policies, Administrative Procedures and Board-approved protocols; and
- strive, step-by-step, toward ideal conditions for the most effective community college board service to the community, in the spirit of teamwork and devotion to public education as the greatest instrument for the preservation and the perpetuation of our representative democracy.

(Violations of BP 2715 are addressed under AP 2715)

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| Board Approved | 04/07/09 |
| Desk Review | 01/18/12 |
| Desk Review | 03/19/13 |
| Board Review | 12/03/13 |
| Board Review | 09/09/14 |
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