



BP 2715 Code of Ethics/Standards of Practice

The Governing Board of the Chaffey Community College District expects its members to adhere to the highest standards of conduct. Acting in a manner to merit the trust and confidence of the public and those it serves, the Governing Board accepts its responsibility of "trusteeship." Foremost in its declaration is the Governing Board's pledge to discharge faithfully the duties of its office regardless of personal considerations, recognizing that the public interest must be its primary concern. Furthermore, the measure of the Governing Board's seriousness in adopting a code of ethics is its intent to evaluate its performance against its code of ethics.

The trustees of the Chaffey Community College District hereby adopt the following principles:

- **Acting as a whole** - The Governing Board recognizes that individual trustees have no legal authority and that decisions are made by majority vote at officially designated Governing Board meetings.
- **Managing conflicts of interest** - The Governing Board shall abstain from conflicts of interest in economic or employment relationships with the District.
- **Handling special interest groups** - The Governing Board encourages expression by special interest groups, which shall be considered before rendering its decision. All decisions shall be in the best interest of the District.
- **Using appropriate channels** - The Governing Board shall adhere to established policies and procedures. Members of the Governing Board shall not communicate among themselves by the use of any form of communication (e.g., personal intermediaries, e-mail, or other technological device) in order to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Governing Board. In addition, no other person shall make serial communications to Governing Board members. The Governing Board shall communicate through the Superintendent/ President or designee. Students, faculty and staff members shall be referred to appropriate internal channels [Government Code Section 54952.2].
- **Maintaining appropriate conduct at Board meetings** - The Governing Board shall work in a spirit of harmony and consideration in spite of individual differences with other Governing Board members, staff, students, and members of the community.
- **Exercising authority as trustees** - The Governing Board shall uphold the ethical, financial, and legal commitments and responsibilities of the District to the state, the residents of the District, the staff it employs, and the students it serves.
- **Handling of administrative matters** - The Governing Board exercises authority as trustees, which includes delegating authority to the Superintendent/President to implement policies and to keep the Governing Board informed.



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- **Monitoring compensation and expense accounts** - The Governing Board shall exercise diligence in monitoring expenditures and income and expense accounts, including its own.
- **Violations** - The Governing Board will promptly address any violation by a Governing Board member or Governing Board members of the Code of Ethics in the following manner:

The Superintendent/President and Governing 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 BP 2715, titled Code of Ethics/Standards of Practice, by a Governing Board member will be addressed by the Governing Board President, who will first discuss the alleged violation with the member to reach a resolution. If the violation cannot be resolved in this manner, the Governing Board will constitute an ad hoc ethics committee composed of two Governing Board members not subject to the complaint. The committee will initiate a thorough, fact-finding process regarding the complaint, including an interview with the member in question, and report its findings and recommendations to the Governing Board. The Governing Board will then consider the committee's findings. If the Governing Board determines that the member has not violated BP 2715, Code of Ethics/Standards of Practice, the process will conclude. If the Governing Board determines that a violation has occurred, the Governing Board may sanction the member in a manner it deems appropriate. If the President of the Governing Board is perceived to have violated the code, the Vice President of the Governing Board is authorized to pursue resolution.

Governing Board members shall receive at least two hours of training in general ethics principles and ethics laws relevant to his or her public service at least once every two years, pursuant to Government Code Sections 53234 et seq.

References: Government Code Sections 53234 et seq. and 54952.2;
WASC/ACCJC Accreditation Standard IV.C.11
(formerly IV.B.1.a, e, & h)

Policy

Category: Governance Process



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Adopted: 1/26/12
(Replaces former Board Policies 1.4.1 and 1.4.2)

Revised: 3/21/19; 8/25/22