

---

**BP 2715 Board of Trustees Code of Ethics and Standards of Good Practice**

**Reference: Accreditation Standard IVB; Government Code Sections 1090, et seq.; 1126; 87200, et seq.; Title 2 CCR Sections 18730 et seq.**

- A. Members of the San Joaquin Delta Community College District Board of Trustees shall adhere to both the letter and spirit of all laws and regulations governing California community colleges, with special emphasis on implementing the intent of AB 1725. The primary responsibilities of the Trustees are maintaining the fiduciary integrity of the District and serving the educational needs of the citizens of the District, with special emphasis on providing learning opportunities to each student regardless of gender, race, ethnicity, color, religion, ancestry, age, marital status, sexual orientation, national origin, or physical or mental disability. The Board of Trustees of the San Joaquin Delta Community College District has established a Code of Ethics and Standards of Good Practice for the operation of the Board and its relationships with the administration, faculty, staff, students, and District community (see AP 2715).

The Board's Code of Ethics and Standards of Good Practice is designed to ensure that Trustees:

1. Board members shall bear in mind under all circumstances that the Board is legally responsible for the effective operation of the San Joaquin Delta Community District. Its primary function is to establish the policies by which the District is to be administered.
2. The Board shall maintain consistent oversight of the College as a policy-setting board with emphasis on the quality and integrity of student learning programs, operational efficiency, and fiscal stability. The Board shall enact and oversee policies consistent with the mission statement to ensure the quality, integrity and improvement of student learning programs and services and the resources necessary to support them.
3. The Board shall delegate authority to the Superintendent/President as the Board's executive officer and confine Board action to policy determination, planning, performance evaluation, and maintaining the fiscal stability of the District. Problems and issues that arise shall be referred to the Superintendent/President to be dealt with through administrative channels or be placed on the Board agenda for discussion. In this regard, rather than dealing directly with staff, it is appropriate for Board members to take their concerns directly to the Superintendent/President.
4. Each Board member shall hold the educational welfare of the students attending the College as a primary concern. The Board will protect the interests of students in every decision, and assure the opportunity for high-quality education for every student. Board members are encouraged to attend awards ceremonies and student-sponsored activities to communicate the Board's interest in and respect for the accomplishment of educational goals by students.



---

**BP 2715 Board of Trustees Code of Ethics and Standards of Good Practice**

**Reference: Accreditation Standard IVB; Government Code Sections 1090, et seq.; 1126; 87200, et seq.; Title 2 CCR Sections 18730 et seq.**

5. Each Board member shall acknowledge that the Board represents the entire community and maintain his/her independent judgment accordingly. Board members will not defer their independent judgment to individuals, special interest or partisan political groups or in any other way.
6. Board members shall 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.
7. Board members shall avoid all conflicts of interest and the appearance of conflicts of interest, refusing to use their positions for personal gain or for personal prestige. In addition, Board members should also be aware of and avoid activities that create the perception of favoritism. Public perceptions that Board members are furthering their own interests or those of others rather than those of the District do harm to the College. Board members shall inform the entire Board or the Board President when a matter under consideration might involve or appear to involve a conflict of interest (see Board Policy 2710 – Conflicts of Interest).
8. The Board exercises power through the decisions it makes as a group. Individual Board members have no legal standing. A Board member has authority only when the Board is in official meetings; an individual member cannot bind the Board outside of such meetings. Board members will recognize that the strength and effectiveness of the Board is as a unit, not as a group of individuals; and that majority decisions of the Board shall be upheld.
9. The Board shall conduct all business in accordance with the Brown Act in open and public meetings, except in those matters as specified by the Brown Act and Education Code that may be dealt with in Closed Sessions.
10. The Board shall maintain confidentiality of privileged information and Closed Session information.
11. The Board shall promote a healthy working relationship with the Superintendent/ President through supportive, open, and honest communication and regular evaluation. The Board will employ a competent, productive administration and staff, giving them confidence and support.

**BP 2715 Board of Trustees Code of Ethics and Standards of Good Practice**

**Reference: Accreditation Standard IVB; Government Code Sections 1090, et seq.; 1126; 87200, et seq.; Title 2 CCR Sections 18730 et seq.**

12. Committed to implementing a communication system that provides for an open flow of information between the Board and the people it serves, the Board shall promote and encourage open, mutually supportive and accountable participation and initiative of students, faculty, and staff in the governance process. The Board will welcome and encourage the active involvement of students, employees, and citizens of the District with respect to establishing policy on current college operation and proposed future developments, and consider their views in deliberations and decisions as a Board.
13. Board members shall develop and maintain good relations with other Board members by recognizing the importance of keeping an open mind. Board members will respect the opinions of others and abide by the principle of majority rule, respectfully working with other Board members in a spirit of harmony and cooperation, while giving members courteous consideration of their opinions.
14. Board members shall attend all scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings. Each Board member will devote the time, thought, and study necessary for effective and creditable service.
15. Board members shall be informed and involved in the accreditation process of the District and engage in suitable training to remain actively engaged in accreditation processes.
16. The Board expects the Superintendent/President to present recommendations for Board action with complete information and in a timely manner allowing members an adequate period for study and deliberation.



---

**BP 2715 Board of Trustees Code of Ethics and Standards of Good Practice**

**Reference: Accreditation Standard IVB; Government Code Sections 1090, et seq.; 1126; 87200, et seq.; Title 2 CCR Sections 18730 et seq.**

- B. All Board members are expected to maintain the highest standards of conduct and ethical behavior and to adhere to the Board's Code of Ethics and Standards of Good Practice. A charge or complaint of Board Member misconduct will be addressed as follows:
1. The Board President and the Superintendent/President are authorized to consult with legal counsel when they become aware of or are informed about actual or perceived violations by a member of the Board 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. Matters involving potential violations of law will be reviewed by the Board and as appropriate will be referred to the proper authorities as prescribed by law.
  2. All complaints of Board member misconduct will be referred to the Board President. The Board President will refer the item to legal counsel and/or staff to determine whether there is sufficient cause to conduct an investigation. If sufficient cause is found, then the Board President and/or legal counsel will recommend an appropriate investigation of the complaint as prescribed by law or District policies and procedures. Once the investigation has been completed, a written report and recommendation shall be presented to the full Board. In the event the complaint involves the Board President, another officer of the Board, not associated with the complaint shall refer the item to legal counsel and/or staff to conduct an appropriate investigation as prescribed by law or District policies and procedures. Once the investigation is completed, a written report and recommendation shall be presented to the full Board.
  3. When it is determined that a violation of the Board's Code of Ethics and Standards of Good Practice or other Board Policy has occurred, then sanctions may be recommended to the full Board. Sanctions may include a recommendation to censure the Board member.
  4. Censure is an official expression of disapproval of the behavior of a Board member.
  5. The Student Trustee is not eligible to move, second or vote upon the imposition of a sanction on a Board member. However, the Student Trustee may participate in the discussion of a potential sanction.
  6. Any reportable action taken by the Board as a result of an investigation of a Board member's conduct shall be made public at a meeting of the Board.
- C. To assure its effective operation as a policy-making body and to assure the effective service of its members, the Board will undertake a biennial self-evaluation of its performance and function as a Board.