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1041 Board of Trustees Code of Ethics and Standards of Good Practice

A. *Members of the San Joaquin Delta Community College District Board of Trustees will 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 handicap. The Board of Trustees of the San Joaquin Delta Community College District adopts the following 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:*

1. Board members shall bear in mind under all circumstances that the Board is legally responsible for the effective operation of the district. One of its primary functions is to establish the policies by which the San Joaquin Delta Community College District is to be administered. 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.
2. The Board shall maintain consistent oversight of the college as a policy setting board with emphasis on instructional quality, operational efficiency, and fiscal stability.
3. Each Board member will hold the educational welfare of the students attending the college as his/her 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.
4. Each Board member will acknowledge that the Board represents the entire community and maintain his/her independent judgment accordingly. Board



DRAFT

members will not defer their independent judgment to individuals, special interest or partisan political groups or in any other way.

5. Board members will 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. Board members will avoid all conflicts of interest and the appearance of conflicts of interest, refusing to use their positions for personal gain or for personal prestige.
6. 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 a trustee is a member of a legal entity; 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. Board members will act honestly and openly at all times, following the letter and content of the Brown Act, and maintain the confidentiality of privileged and executive session information.
7. Respecting the opinions of others and abiding by the principle of majority rule, Board members will recognize the importance of full and open discussions on all facets of any recommendation presented before Board action is taken.
8. The Board will 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.
9. Committed to implementing a communication system that provides for an open flow of information between the Board and the people it serves, the Board will 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.
10. Board members will develop and maintain good relations with other Board members by recognizing the importance of keeping an open mind. Board



DRAFT

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.

11. Board members will 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.
12. The Board will expect 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.
13. 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.

B. The Board of Trustees of the San Joaquin Delta Community College District is committed to the highest standards of ethical behavior and conduct and is adopting this policy for that purpose. To maintain that exemplar and the confidence of the public, the board will investigate the factual basis of any formal charge or complaint of trustee misconduct according to the following actions:

- 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. Violations of law shall be referred to the appropriate authorities as prescribed by law.*
- 2. All complaints of trustee 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 will appoint an ad hoc committee composed of three trustees not associated with the complaint to conduct an investigation and review of the matter. In the event the complaint*



DRAFT

involves the Board President, another officer of the Board shall form the ad hoc committee.

3. *When it is determined that a violation of the Board's Code of Ethics and Standards of Good Practice has occurred, then sanctions, up to and including censure, may be recommended to the Board. If the Board President is alleged to have violated the Code of Ethics and Standards of Good Practice, the Board Vice President will appoint the committee, seek resolution of the issue, and make the recommendation to the Board.*

4. *Censure is an official expression of disapproval of the behavior of a trustee.*