



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • CONTINUING EDUCATION

DISTRICT GOVERNANCE COUNCIL

April 5, 2017

3:00 p.m. – Room 245

AGENDA

- *1.0 Review Minutes of March 1, 2017
- 2.0 Review of Board Agenda for April 13, 2017
(Tentative agenda pages will be provided at the meeting)
- 3.0 Additional Agenda Items
- 4.0 State Budget Update Carroll, Dowd
- 5.0 Board Policy Revisions Carroll
(Revisions will be sent by email tomorrow afternoon)
- 6.0 Roundtable

*Attachments

Next DGC MEETING scheduled: Wednesday, April 26, 2017 – 3:00 p.m.
District Office – Room 245

Visitors and observers are welcome. The District Governance Council (DGC) follows an open process and conducts open meetings. However, because of limited space, we ask that visitors sit in the extra chairs provided against the walls to leave room available at the table for voting DGC members. Your help is appreciated.



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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DISTRICT GOVERNANCE COUNCIL MINUTES

March 1, 2017

Present: Akers, Beresford, Bulger, Cortez, Dowd, Fremland, Hubbard, Kovrig, Larson, Luster, Mahler, Manis, Marin, Neault, Payne, Perigo, Surbrook, Topham (for Whisenhunt), Watkins, and Weinroth

Absent: Carroll, Hsieh, McMahon, Whisenhunt

1. **APPROVAL OF MINUTES**

The minutes of February 15, 2017, were approved.

2. **REVIEW OF BOARD AGENDA**

The agenda for the March 16, 2017, Board Meeting was opened for review by Executive Vice Chancellor Dowd. Each item was discussed and satisfied.

3. **STATE BUDGET UPDATE**

Executive Vice Chancellor Dowd reminded the council that that no updates are expected until the Governor releases his May Revision budget.

4. **STUDENT SERVICES PROCEDURES**

Vice Chancellor Neault asked for any questions or concerns regarding three procedures, and received none. She asked that any further concerns be sent to her by email.

Adjourned 4:14 p.m.

Chancellor's Office & Board of Trustees



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SCHEDULE OF MEETINGS

DISTRICT GOVERNANCE COUNCIL (DGC)

JULY THROUGH DECEMBER 2017

DGC meetings are scheduled on the 1st and/or 3rd Wednesdays of each month, unless otherwise noted.

The following are scheduled DGC meeting dates to be held at the District Office, Room 245 at 3:00 p.m.

July 19

August 16

September 6
September 20

October 4
October 18

November 1

December 6



Board Policies

Chapter 2 - Board of Trustees

The following Board Policies are being put forth for deletion as part of the Board's ongoing 6-year comprehensive review of all Board policies and procedures:

0000 Conflict of Interest Code of the San Diego Community College District of the County of San Diego (All legally required language included in BP/AP 2710 and AP 7212; unnecessary duplication)

1040 Membership in Associations and Organizations (Not current practice, does not need to be policy, deletion recommended by CCLC Policies and Procedures Consultant)



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Policy 0000

January 25, 1996

CONFLICT OF INTEREST CODE OF THE SAN DIEGO COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF SAN DIEGO

Pursuant to the provisions of Government Code Sections 87300, et. seq., the SAN DIEGO COMMUNITY COLLEGE DISTRICT of the County of San Diego hereby adopts the following Conflict of Interest Code. The provisions of this Code are additional to Government Code Section 87100 and other laws pertaining to conflicts of interest (including, but not limited to, Government Code Section 1090, et. seq.)

Provisions of Conflict of Interest Codes (Government Code Section 87300)

(a) Incorporation by reference of the terms of this regulation along with the designation of employees and the formulation of disclosure categories in the Appendix referred to below constitute the adoption and promulgation of a conflict of interest code within the meaning of Government Code §87300 or the amendment of a conflict of interest code within the meaning of Government Code §87300 or the amendment of a conflict of interest code within the meaning of Government Code §87307 if the terms of this regulation are substituted for terms of a conflict of interest code already in effect. A code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of Article 3 of Chapter 7 of the Political Reform Act, Government Code §81000, et seq. The requirements of a conflict of interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Government Code §87100, and to other state or local laws pertaining to conflicts of interest.

(b) The terms of a conflict of interest code amended or adopted and promulgated pursuant to this regulation are as follows:

(1) Section 1.—Definitions:

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 CAL. Code of Regulations §18100, et seq.) and any amendments to the Act or

regulations, are incorporated by reference into this conflict of interest code.

~~(2) Section 2. Designated Employees.~~

~~The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on financial interests.~~

~~(3) Section 3. Disclosure Categories.~~

~~This code does not establish any disclosure obligation for those designated employees who are also specified in Government Code §87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their financial interests pursuant to Article 2 of Chapter 7 of the Political Reform Act, Government Code §87200 et seq.~~

~~In addition, this code does not establish any disclosure obligation for any designated employees who are designated in a conflict of interest code for another agency, if all of the following apply:~~

- ~~(A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency.~~
- ~~(B) The disclosure assigned in the code of the other agency is the same as that required under Article 2 of Chapter 7 of the Political Reform Act, Government Code §87200; and~~
- ~~(C) The filing officer is the same for both agencies.~~

~~Such persons are covered by this code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of financial interests are reportable. Such a designated employee shall disclose in his or her statement of economic interests those financial interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in the Appendix. It has been determined that the financial interests set for in a designated employee's disclosure categories are the kinds of financial interests which he or she foreseeably can affect materially through the conduct of his or her office.~~

~~(4) Section 4. Statements of Economic Interests: Place of Filing.~~

~~The code reviewing body shall instruct all designated employees within its code to file statements of economic interests with the~~

agency or with the code reviewing body, as provided by the code reviewing body in the agency's conflict of interest code.

~~(5) Section 5. Statements of Economic Interest: Time of Filing.~~

- ~~(A) Initial Statements. All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within thirty (30) days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within thirty (30) days after the effective date of the amendment.~~
- ~~(B) Assuming Office Statements. All persons assuming designated positions after the effective date of this code shall file statements within thirty (30) days after assuming the designated positions, or if subject to State Senate confirmation, thirty (30) days after being nominated or appointed.~~
- ~~(C) Annual Statements. All designated employees shall file statements no later than April 1.~~
- ~~(D) Leaving Office Statements. All persons who leave designated positions shall file statements within thirty (30) days after leaving office.~~

~~(5.5) Section 5.5. Statements for Persons Who Resign Prior to Assuming Office.~~

~~Any person who resigns within 12 months of initial appointment, or within thirty (30) days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided he or she did not make or participate in the making of, or use his or her position to influence any decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such persons shall not file either an assuming or leaving office statement.~~

- ~~(E) Any person who resigns a position within thirty (30) days of the date of a notice from the filing officer shall do both of the following:~~
 - ~~1. File a written resignation with the appointing power; and~~
 - ~~2. File a written statement with the filing officer declaring under penalty of perjury that he or she did not make, participate in the making, or use the~~

~~position to influence any decision of the agency or receive or become entitled to receive, any form of payment by virtue of being appointed to the position.~~

~~(6) Section 6.—Contents of and Period Covered by Statements of Economic Interests.~~

~~(A) Contents of Initial Statements.~~

~~Initial Statements shall disclose any reportable investments, interests in real property and business positions held on the effective date of the code and income received during the twelve (12) months prior to the effective date of the code.~~

~~(B) Contents of Assuming Office Statements.~~

~~Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or, if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the twelve (12) months prior to the date of assuming office or the date of being appointed or nominated, respectively.~~

~~(C) Contents of Annual Statements.~~

~~Annual Statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office whichever is later.~~

~~(D) Contents of Leaving Office Statements.~~

~~Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.~~

~~(7) Section 7.—Manner of Reporting.~~

~~Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:~~

~~(A) Investment and Real Property Disclosure.~~

~~When an investment or an interest in real property is required to be reported, the statement shall contain the following:~~

- ~~1. A statement of the nature of the investment or interest;~~
- ~~2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;~~
- ~~3. The address or other precise location of the real property;~~
- ~~4. A statement whether the fair market value of the investment or interest in real property exceeds one thousand dollars (\$1,000), exceeds ten thousand dollars (\$10,000), or exceeds one hundred thousand dollars (\$100,000).~~

~~(B) Personal Income Disclosure.~~

~~When personal income is required to be reported, the statement shall contain:~~

- ~~1. The name and address of each source of income aggregating two hundred fifty dollars (\$250) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, in any, of each source.~~
- ~~2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was one thousand dollars (\$1,000) or less, greater than one thousand dollars (\$1,000), or greater than ten thousand dollars (\$10,000);~~
- ~~3. A description of the consideration, if any, for which the income was received;~~
- ~~4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received;~~
- ~~5. In the case of a loan, the annual interest rate and the security, if any, give for the loan.~~

~~(C) Business Entity Income Disclosure.~~

~~When income of a business entity, including income of a sole proprietorship, is required to be reported, the statement shall contain:~~

- ~~1. The name, address, and a general description of the business activity of the business entity;~~
- ~~2. The name of every person from whom the business entity received payments if the filer's pr rata share of gross receipts from such person was equal to or greater than ten thousand dollars (\$10,000).~~

~~(D) Business Position Disclosure.~~

~~When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.~~

~~(E) Acquisition or Disposal During Reporting Period. In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.~~

~~(8) Section 8. Prohibition on Receipt of Honoraria.~~

~~(A) No member of a state board or commission, and no designated employee of a state agency, shall accept any honorarium from any source, if the member or employee would be required to report the receipt of the income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board of any public institution or higher education, unless the member is also an elected official.~~

~~Subdivisions (b), (c), (d), and (e) of Government Code §89502 shall apply to the prohibitions in this section.~~

~~(B) No member of the governing board of a special district or designated employee of a local government agency shall accept any honorarium.~~

~~Subdivisions (b), (c), and (e) of Government Code §89502 shall apply to the prohibitions in this section. This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Government Code §89506.~~

~~(8.1) Section 8.1. Prohibition on Receipt of Gifts of \$280 or More.~~

- ~~(A) No member of a state board or commission, and no designated employee of a state agency, shall accept gifts with a total value of more than two hundred eighty dollars (\$280) in a calendar year from any single source, if — the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board or any public institution of higher education, unless the member is also an elected official.~~

~~Subdivisions (b), (c), (d), and (e) of Government Code §89504 shall apply to the prohibitions in this section.~~

- ~~(B) No member of the governing board of a special district, or designated employee of a local government agency, shall accept any gifts with a total value of more than two hundred eighty dollars (\$280) in a calendar year from any single source.~~

~~Subdivision (d) of Government Code §89504 shall apply to this section.~~

~~(9) Section 9. Disqualification.~~

~~No designated employee shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:~~

- ~~(A) Any business entity in which the designated employee has a direct or indirect investment worth one thousand dollars (\$1,000) or more;~~
- ~~(B) Any real property in which the designated employee has a direct indirect interest worth one thousand dollars (\$1,000) or more;~~
- ~~(C) Any source of income, other than gifts and other than~~

~~loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating two hundred fifty dollars (\$250) or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;~~

~~(D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or~~

~~(E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating two hundred and eighty dollars (\$280) or more in value provided to; received by, or promised to the designated employee within twelve (12) months prior to the time when the decision is made.~~

~~(9.3) Section 9.3.— Legally Required Participation.~~

~~No designated employee shall be prevented from taking or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.~~

~~(9.5) Section 9.5.— Disqualification of State Officers and Employees.~~

~~In addition to the general disqualification provisions of Section 9, no state administrative official shall make, participate in making, or use his or her official position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to _____ the contract is a person with whom the state administrative official, or any member of his or her immediate family has, within 12 months prior to the time when the official action is to be taken:~~

~~(A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or~~

~~(B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value one thousand dollars (\$1,000) or more.~~

~~(10) Section 10.— Manner of Disqualification.~~

~~When a designated employee determines that he or she should not make a governmental decision because he or she has a disqualifying interest in it, the determination not to act must be~~

~~accompanied by disclosure of the disqualifying interest. In the case of a voting body, this determination and disclosure shall be made part of the agency's official record; in the case of a designated employee who is the head of an agency, this determination and disclosure shall be made in writing to his or her appointing authority; and in the case of other designated employees, this determination and disclosure shall be made in writing to the designated employee's supervisor.~~

~~(11) Section 11. Assistance of the Commission and Counsel.~~

~~Any designated employee who is unsure of his or her duties under this code may request assistance from the Fair Political Practices Commission pursuant to Government Code §82114 or from the attorney for his or her agency to issue any formal or informal opinion.~~

~~(12) Section 12. Violations.~~

~~This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code §91000-91014. In addition, a decision in relation to which a violation of the disqualification provisions of this code or of Government Code §87100 or 87450 has occurred may be set aside as void pursuant to Government Code §91003.~~

SUPERSEDES:
November 23, 1977



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Policy
1040

July 26, 1979

MEMBERSHIP IN ASSOCIATIONS AND ORGANIZATIONS

CONDITION

There are many associations and organizations which have community of purpose with the District, its colleges and centers in the promotion and advancement of education and in which membership may be beneficial.

POLICY

In accordance with Educational Master Plan Goal XI: TO ENSURE THAT THE ORGANIZATIONAL STRUCTURE AND ADMINISTRATIVE PROCEDURES ARE SO DESIGNED AS TO PROVIDE QUALITY, SERVICE AND ECONOMIC USE OF RESOURCES; the Board reserves authorization for District, college or center membership in associations and organizations and will authorize said memberships as a part of the annual budget process.

In order that the intent of the Board be clear, memberships are defined in four categories:

- Category 1 - Institutional and/or Discipline Accrediting Associations/Memberships— Membership is considered vital. Accrediting associations audit standards of quality which are required for articulation, certificates, licenses or recognition within the profession or by other educational or professional organizations (Priority 1). Travel and conference attendance are not usually involved in such memberships.
- Category 2 - Board Associations— Membership is considered vital. Access is provided to information, services, or influence vital to effective operation of the District (Priority 1). Travel and conference may be involved.
- Category 3 - National, State and Local Associations— Membership is considered important and sometimes vital. Provides access to information, services, publications and influence which are important to the District (Priority 1 or Priority 2). Participation may involve travel, conferences, workshops,

~~meetings, studies, etc.~~

~~Category 4 —Discipline Connected Associations/Memberships Membership is important. Access to trade journals and other discipline-oriented publications provide timely information to instructors and students; some publications may be used as classroom resource materials (Priority 2). Travel and conference are not usually involved in such memberships.~~

~~Memberships listed in Categories 1, 2 and 3 shall be specifically approved by the Board on an annual listing basis.~~

~~Discipline Connected Associations/Memberships – Category 4 – may be charged against departmental supply funds. The Chancellor will develop an implementing procedure to establish payment method, including adequate controls, for Category 4 memberships.~~

SUPERSEDES:
New Policy



Board Policies

Chapter 2 - Board of Trustees

The following Chapter 2 Board Policies are being put forth for revision as part of the Board's ongoing 6-year comprehensive review of all Board policies and procedures:

BP 2110 Vacancies on the Board (minor changes for consistency and to update references)

BP 2220 Committees of the Board (minor changes for consistency, to update references, and to incorporate changes to minimum required language including gender-neutral pronouns)

BP 2305 Annual Organizational Meeting (minor changes for consistency and to remove outdated language)

BP 2315 Closed Sessions (minor changes for consistency, to update references, and to incorporate changes to minimum required language)

BP 2320 Special and Emergency Meetings (minor changes for consistency and to update references)

BP 2330 Quorum and Voting (minor changes for consistency, to remove unrelated language, and to update references)

BP 2340 Agendas (minor changes for consistency and to update references)

BP 2345 Public Participation at Board Meetings (minor changes for consistency, include gender-neutral pronouns, to remove unrelated language, and to update references)

BP 2350 Speakers (minor changes for consistency and to update references)

BP 2355 Decorum (minor changes for consistency, to correct usage of "podium" to "lectern" and to update references)

BP 2360 Minutes (minor changes for consistency, to reflect current practice, and to include gender-neutral pronouns)

BP 2365 Recording (minor changes for consistency, to add legally required language, and to update references)

BP 2432 Chancellor Succession (minor changes for consistency and to update references and titles, including gender-neutral pronouns)

BP 2436 President Selection (minor changes for consistency and to update references)

BP 2610 Presentation of Initial Collective Bargaining Proposals (minor changes for consistency)

BP 2710 Conflict of Interest (minor changes for consistency, to update references, and to incorporate changes to minimum required language, including gender-neutral pronouns)

BP 2716 Political Activity (minor changes for consistency, to incorporate changes to minimum required language, and to update references)

BP 2717 Personal Use of Public Resources (minor changes for consistency)

BP 2720 Communications Among Board Members (minor changes for consistency and to add legally required language)

BP 2735 Board Member Travel (minor changes for consistency and to remove outdated language)

NOTE for all following documents: The **red ink** signifies language that is **required** by accreditation and recommended by the Policy & Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **black ink** is from current adopted board policies. The language in **blue ink** is included for consideration.



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Board Policy

Chapter 2 – Board of Trustees

BP 2110 – VACANCIES ON THE BOARD

Vacancies on the Board [of Trustees](#) may be caused by any of the events specified in Government Code Section 1770 or any applicable provision in the Elections Code, or by a failure to elect. Resignations from the Board shall be governed by [Education Code Section 5090](#).

Within 60 days of the vacancy or filing of a deferred resignation, the Board [of Trustees](#) shall either order an election or make a provisional appointment to fill the vacancy.

If an election is ordered, it shall be held on the next regular election date not less than 130 days after the occurrence of the vacancy.

If a provisional appointment is made, it shall be subject to the conditions in [Education Code Section 5091](#). The person appointed to the position shall hold office only until the next regularly scheduled election for ~~district governing board members~~ [the Board of Trustees](#), when the election shall be held to fill the vacancy for the remainder of the unexpired term.

The provisional appointment will be made by a majority public vote of the ~~the~~ Board members at a public meeting.

The Chancellor shall establish administrative procedures to solicit applications that assure ample publicity to and information for prospective candidates. The Board will determine the schedule and appointment process, which may include interviews at a public meeting.

Reference: Education Code Sections 5090 et seq.;
Government Code [Section 1770](#)

~~Education Code Sections 5090, et seq., Government Code 1770.~~

Adopted: 12/14/2006

~~SDCCD former policy 1001.4~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2110)



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Board Policy

Chapter 2 – Board of Trustees

BP 2220 – COMMITTEES OF THE BOARD

The Board of Trustees may, by action, establish committees that it determines are necessary to assist the Board in its responsibilities. The Board shall appoint a chairman from one of its membership for each committee established. The Chancellor shall be an ex officio, nonvoting member of every committee established by the Board and either the Chancellor or ~~his or her~~ the Chancellor's delegate may attend each meeting of all committees. Any committee established by ~~h~~Board action shall comply with the requirements of the Brown Act and with ~~these~~ policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board of Trustees that are advisory and ~~do not have authority that may lawfully be exercised by the Board itself,~~ are not required to comply with the Brown Act, or with ~~these~~ policies regarding open meetings, unless they are standing committees.

Board committees that are only advisory have no authority or power to act on behalf of the Board of Trustees. Findings or recommendations shall be reported to the Board of Trustees for consideration.

Reference: Education Code Section 70902;
Government Code Section 54952

~~Government Code Section 54952~~

~~Education Code 70902~~

Adopted: 12/14/2006

~~SDCCD former policies 1001.23, 1001.24, 1001.26~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2220)



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Board Policy

Chapter 2 – Board of Trustees

BP 2305 – ANNUAL ORGANIZATIONAL MEETING

The annual organizational meeting of the Board of Trustees will be held in accordance with the period specified in the Education Code Section 72000, subdivision (c). The purpose of the annual organizational meeting is to elect a ~~p~~President, ~~e~~Executive ~~v~~Vice ~~p~~President, ~~vice-~~president for strategic planning, ~~vice-~~president for institutional effectiveness, ~~vice-~~president for community and economic development, and a Secretary, and other Vice Presidents as established by Board action during this meeting. (Also see BP 2210 Officers)

The President, the Executive Vice President, and the Vice Presidents of the Board of Trustees shall be elected from the members of the Board by roll call vote of the members at the annual organizational meeting. The President, the Executive Vice President, and the Vice Presidents shall each receive the votes of a majority of the voting membership of the Board before being declared elected. The President, the Executive Vice President, and Vice Presidents, respectively, shall hold their office for one year during the period January 3 next to the following January 2 and until their successors shall be duly elected and qualified.

The pPurpose of the annual organizational meeting shall include conducting any other business as required by law or determined by the Board of Trustees.

Reference: Education Code Section 72000(c)(2)(A)

~~Education Code Section 72000(c)(2)(A)~~

~~Adopted: 12/14/2006~~

~~SDGCD former policies 1001.2, 1001.5, 1001.19, 1007~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2305)



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Board Policy

Chapter 2 – Board of Trustees

BP 2315 – CLOSED SESSIONS

Closed sessions of the Board [of Trustees](#) shall only be held as permitted by applicable legal provisions including but not limited to the [Ralph M. Brown Act](#) ([Government Code Sections 54950 et seq.](#)), [other sections of the California Government Code](#), and [the California Education Code](#). Matters discussed in closed session may include:

1. The appointment, employment, evaluation of performance, discipline, or dismissal of a public employee;
2. Charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session. The employee shall be given at least ~~twenty-four (24)~~ hours written notice of the closed session.
3. Advice of counsel on pending or anticipated litigation, as defined by law;
4. Consideration of tort liability claims as part of the District's membership in any joint powers agency formed for purposes of insurance pooling;
5. Real property transactions;
6. Threats to public security;
7. Review of the District's position regarding labor negotiations and giving instructions to the District's designated negotiator;
8. Discussion of student disciplinary action, with final action taken in public;
9. Conferring of honorary degrees;
10. Consideration of gifts from a donor who wishes to remain anonymous;
11. To consider its response to a confidential final draft audit report from the Bureau of State Audits.

The agenda for each regular or special meeting shall contain information regarding whether a closed session will be held and shall identify the topics to be discussed in any closed session in the manner required by law.

No minutes shall be taken of the proceedings of the Board of Trustees while convened in Closed Session. If action is taken in ~~C~~losed ~~S~~ession, minutes must be taken and may be kept confidential and apart from public session minutes. Actions taken in ~~C~~losed ~~S~~ession, along with the vote or abstention of every member present, shall be publicly reported as required by the Ralph M. Brown Act.

All matters discussed or disclosed during a lawfully held closed session and all notes, minutes, records, or recordings made of such a closed session are confidential and shall remain confidential unless and until required to be disclosed by action of the Board of Trustees or by law.

If any person requests an opportunity to present complaints to the Board of Trustees about a specific employee, such complaints shall first be presented to the Chancellor. Notice shall be given to the employee against whom the charges or complaints are directed. If the complaint is not resolved at the administrative level, the matter shall be scheduled for a closed session of the Board of Trustees. The employee shall be given at least ~~twenty-four~~ (24) hours written notice of the closed session, and shall be given the opportunity to request that the complaints be heard in an open meeting of the Board of Trustees.

Reference: Education Code Section 72122;
Government Code Sections 54950 et seq. (Ralph M. Brown Act), 54956.8,
54956.9, 54957, 54957.6, and 11125.4

~~Government Code Sections 54956.8, 54956.9, 54957, 54957.6; 11125.4~~
~~Education Code Section 72122~~

Adopted: 12/14/2006

~~SDCCD- former policies 1001.8, 1001.9, 1001.10, 1001.17, 1001.21, 1001.22, 1001.27,
1001.32, 1001.33~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2315)



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • CONTINUING EDUCATION

Board Policy

Chapter 2 – Board of Trustees

BP 2320 – SPECIAL AND EMERGENCY MEETINGS

Special meetings may from time to time be called by the President of the Board or by a majority of the members of the Board [of Trustees](#). Notice of such meetings shall be posted at least 24 hours before the time of the meeting, and shall be noticed in accordance with Brown Act. No business other than that included in the notice may be transacted or discussed.

Emergency meetings may be called by the President of the Board when prompt action is needed because of actual or threatened disruption of public facilities under such circumstances as are permitted by the Brown Act, including work stoppage, crippling disasters, and other activity that severely impairs public health or safety.

No closed session shall be conducted during an emergency meeting, except as provided for in the Brown Act to discuss a dire emergency.

The Chancellor shall be responsible to ensure that notice of such meetings is provided to the local news media as required by law.

Reference: Education Code Section 72129;
Government Code Sections 54956, 54956.5, [and](#) 54957

~~Government Code Sections 54956, 54956.5, 54957~~
~~Education Code Section 72129~~

Adopted: ~~12/14/2006~~

SDCCD – Policy 1001.18

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2320)



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Board Policy

Chapter 2 – Board of Trustees

BP 2330 – QUORUM AND VOTING

~~Responsibility for designating the Order of Business shall be with the Chancellor who will develop an administrative procedure outlining the Regular Business Meetings and Regular Information Meetings.~~

A quorum of the Board [of Trustees](#) shall consist of a majority of the voting Board members. Three (3) Ayes are required to carry a motion. The Ayes and Nays shall be taken and entered of record. Abstentions shall be recorded as abstentions.

The Board shall act by majority vote of all of the membership of the Board, except as noted below.

No action shall be taken by secret ballot. [The Board will publicly report any action taken in open session and the vote or abstention of each individual member present.](#)

The following actions require a two-thirds majority of all members of the Board:

- Resolution of intention to sell or lease real property (except where a unanimous vote is required);
- Resolution of intention to dedicate or convey an easement;
- Resolution authorizing and directing the execution and delivery of a deed;
- Action to declare the District exempt from the approval requirements of a planning commission or other local land use body;
- Appropriation of funds from an undistributed reserve;
- Resolution to condemn real property.

The following actions require a unanimous vote of all members of the Board:

- Resolution authorizing a sale or lease of District real property to the state, any county, city, or to any other school or community college district;
- Resolution authorizing lease of District property under a lease for the production of gas.

Reference: Education Code Sections 72000(d)(3), 81310 et. ~~S~~seq., 81365, 81432, [and](#) 81511;
Government Code [Sections](#) 53094 [and](#) 54950 et seq.;
Code of Civil Procedure [Section](#) 1245.240

~~Education Code Sections 72000(d)(3), 81310 et. Seq., 81365, 81511, 81432
Government Code 53094
Code of Civil Procedure 1245.240~~

Adopted: 12/14/2006

~~SDCCD- former policy 1001.8~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2330)



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Board Policy

Chapter 2 – Board of Trustees

BP 2340 – AGENDAS

An agenda shall be posted adjacent to the place of meeting at least 72 hours prior to the meeting time for regular meetings. The agenda shall include a brief description of each item of business to be transacted or discussed at the meeting. If requested, the agenda shall be provided in appropriate alternative formats so as to be accessible to persons with a disability.

No business may be acted on or discussed which is not on the agenda, except when one or more of the following apply:

- a majority decides there is an “emergency situation” as defined for emergency meetings;
- two-thirds of the members (or all members if less than two-thirds are present) determine there is a need for immediate action and the need to take action came to the attention of the Board [of Trustees](#) subsequent to the agenda being posted;
- an item appeared on the agenda of and was continued from a meeting held not more than five days earlier.

The order of business may be changed by consent of the Board [of Trustees](#).

The Chancellor shall establish administrative procedures that provide for public access to agenda information and reasonable annual fees for the service.

Any Board member may put items on the ~~docket~~ [agenda](#) pertinent to the educational jurisdiction of this District. Members of the Board of Trustees who desire to introduce an item for immediate action at the public Board meeting at which that item is first considered should file such item for inclusion ~~in~~ [on](#) the ~~docket~~ [agenda](#) with the Office of the Chancellor five working days preceding the next Board Meeting for agenda items that do not require any preparation and seven working days preceding for agenda items that require review and preparation.

Members of the public may place matters directly related to the business of the District on an agenda for a ~~Board~~ [Board](#) meeting by submitting a written summary of the item to the Chancellor. The written summary must be signed by the initiator. The Board reserves the right to consider and take action in closed session on items submitted by members of the public as permitted or required by law.

Agendas shall be developed by the Chancellor in consultation with the Board President.

Agenda items submitted by members of the public must be received by the [eOffice](#) of the Chancellor ten working days prior to the regularly scheduled [Board](#) meeting.

Agenda items initiated by members of the public shall be placed on the Board's agenda following the items of business initiated by the Board and by staff. Any agenda item submitted by a member of the public and heard at a public meeting cannot be resubmitted before the expiration of a 90 day period following the initial submission.

Reference: Education Code Sections 72121, [and](#) 72121.5;
Government Code Sections 6250 et seq. [and](#) 54954 et seq.

~~Government Code Sections 54954 et seq., 6250 et seq.;~~
~~Education Code Sections 72121, 72121.5~~

Adopted: 12/14/2006

~~SDCCD – former policies 1001.11, 1001.17, 1001.30, 1001.31~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2340)



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Board Policy

Chapter 2 – Board of Trustees

BP 2345 – PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board [of Trustees](#) shall provide opportunities for members of the general public to participate in the business of the Board.

Members of the public may bring matters directly related to the business of the District to the attention of the Board [of Trustees](#) in one of ~~four~~ [the following](#) ways:

- There will be a time at each regularly scheduled ~~to~~ [Board](#) meeting for the general public to discuss items not on the agenda.

Members wishing to present a request for a “New Matters Presentation” shall submit a written request at the beginning of the meeting to the Recording Secretary that summarizes the item and provides ~~his or her~~ [the speaker’s](#) name and organizational affiliation, if any. ~~No action may be taken by the Board on such items except that members of the Board may briefly respond to statements made or questions posed by persons, may ask a question for clarification, may make a brief announcement, or may make a brief report of his or her own activities.~~

- Members of the public may place items on the prepared agenda in accordance with Board Policy [BP 2340 Agendas](#). A written summary of the item must be submitted to the Chancellor at least ~~five~~ [ten](#) working days prior to the ~~to~~ [Board](#) meeting. The summary must be signed by the initiator, contain ~~his or her~~ [the initiator’s](#) residence or business address, and organizational affiliation, if any.

Members of the public also may submit written communications to the Board [of Trustees](#) on items on the agenda and/or speak to agenda items at the ~~to~~ [Board](#) meeting. Written communication regarding items on the Board’s agenda should reach the office of the Chancellor not later than ~~five~~ [three](#) working days prior to the meeting at which the matter concerned is to be before the Board [of Trustees](#). All such written communications shall be dated and signed by the author, and shall contain the residence or business address of the author and the author’s organizational affiliation, if any.

~~Members of the public may be heard by the Board on an item listed on the docket. Members may come forward before or during the regular public meetings and register a request for a “Docket Presentation” with the Recording Secretary. A person making such a request may express his opinion publicly to the Board about a docket item at that point in the docket immediately prior to the time when the Board considers such docket item. A person addressing the Board in a docket presentation shall confine his remarks exclusively to the docket item~~

~~about which he/she speaks and he/she shall not be permitted to participate in any legislative deliberations of the Board about the docket item.~~

If requested, writings that are public records shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

Claims for damages are not considered communications to the Board [of Trustees](#) under this rule, but shall be submitted to the District.

[Also see BP 2350 Speakers](#)

Reference: Education Code [Section](#) 72121.5;
Government Code Sections 54954.3, [and](#) 54957.5

~~Government Code Sections 54954.3, 54957.5
Education Code 72121.5~~

~~Adopted: 12/14/2006~~

~~SDCCD former policies 1001.21, 1001.22, 1001.34~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2345)



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Board Policy

Chapter 2 – Board of Trustees

BP 2350 – SPEAKERS

Persons may speak to the Board [of Trustees](#) either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board.

Oral presentations relating to a matter on the agenda, including those on the consent agenda, shall be heard before a vote is called on the item.

Persons wishing to speak to matters not on the agenda shall do so at the time designated at the meeting for public comment.

Those wishing to speak to the Board [of Trustees](#) are subject to the following:

- The President of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board [of Trustees](#) or if their remarks are unduly repetitive.
- Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request.
- Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board [of Trustees](#) under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
- They shall complete a written request to address the Board [of Trustees](#) at the beginning of the meeting at which they wish to speak.
- The request shall include the person's name and name of the organization or group represented, if any, and a statement noting the agenda item or topic to be addressed.
- No person may speak without being recognized by the President of the Board [of Trustees](#).
- Each speaker will be allowed a maximum of five minutes per topic. Twenty minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one ~~h~~Board meeting. At the discretion of a majority of the Board [of Trustees](#), these time limits may be extended.
- Each speaker coming before the Board [of Trustees](#) is limited to one presentation per specific agenda item before the Board, and to one presentation per meeting on non-agenda matters.

Reference: Education Code Section 72121.5;
Government Code Sections [3547 and](#) 54950; et seq.;

~~Government Code Sections 54950, et seq.;~~
~~Education Code Section 72121.5~~

Adopted: 12/14/2006

~~SDCCD—former policies 1001.17, 1001.22~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2350)



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Board Policy

Chapter 2 – Board of Trustees

BP 2355 – DECORUM

The rules of parliamentary law embraced in Robert's RULES OF ORDER (revised) shall serve as a guide in public meetings of the Board of Trustees in all cases in which such rules are not inconsistent with these policies of the Board.

The presiding officer is authorized to order a meeting of the Board of Trustees adjourned at any time if the legislative decorum of the meeting is disrupted by members of the audience and the audience does not observe a request by the presiding officer for restoration of order.

The following will be ruled out of order by the presiding officer:

- Remarks or discussion in public meetings on charges or complaints which the Board [of Trustees](#) has scheduled to consider in closed session.
- Profanity, obscenity, and other offensive language.
- Physical violence and/or threats of physical violence directed towards any person or property.

In the event that any meeting is willfully interrupted by the actions of one or more persons so as to render the orderly conduct of the meeting unfeasible, the person(s) may be removed from the meeting room.

Speakers who engage in such conduct may be removed from the podium [lectern](#) and denied the opportunity to speak to the Board [of Trustees](#) for the duration of the meeting.

Before removal, a warning and a request that the person(s) curtail the disruptive activity will be made by the President of the Board. If the behavior continues, the person(s) may be removed by a vote of the Board [of Trustees](#), based on a finding that the person is violating this policy, and that such activity is intentional and has substantially impaired the conduct of the meeting.

If order cannot be restored by the removal in accordance with these rules of individuals who are willfully interrupting the meeting, the Board [of Trustees](#) may order the meeting room cleared and may continue in session. The Board [of Trustees](#) shall only consider matters appearing on the agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this rule.

Reference: Education Code Section 72121.5;
Government Code Section 54954.3 (b)

~~Education Code Section 72121.5;~~
~~Government Code Section 54954.3 (b)~~

Adopted: 12/14/2006

~~SDCCD- former policy 1001.13~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2355)



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Board Policy

Chapter 2 – Board of Trustees

BP 2360 – MINUTES

The Chancellor shall cause minutes to be taken of all meetings of the Board [of Trustees](#). The minutes shall record all actions taken by the Board [of Trustees](#). The minutes shall be public records and shall be available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

The minutes shall be a record of actions taken by the Board of Trustees. Any member of the Board or the Chancellor may direct that his/her verbatim remarks made during the meeting be included in the minutes. Individual Trustee reports and the Chancellor report shall be summarized in the minutes. ~~The minutes shall be approved by the Board of Trustees at any subsequent meeting by majority vote of the voting membership constituting the Board. The minutes, when approved by the Board of Trustees, shall be the official records of the proceedings at which they were taken.~~

~~No minutes shall be taken of the proceedings of the Board of Trustees while convened in Closed Session. If action is taken in Closed Session, minutes must be taken and may be kept confidential and apart from public session minutes. Actions taken in Closed Session, along with the vote or abstention of every member present, shall be publicly reported as required by the Ralph M. Brown Act.~~

[Also see BP 2315 Closed Session](#)

Reference: Education Code Section 72121(a);
Government Code Section 54957.5

~~Education Code Section 72121(a)
Government Code Section 54957.5~~

Adopted: 12/14/2006

SDCCD - former policies 1001.16, 1001.25, 1001.28

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2360)



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Board Policy

Chapter 2 – Board of Trustees

BP 2365 – RECORDING

~~If the Board causes any tape or video recording of a meeting, the recording~~ Any audio or video recording of an open and public Board meeting made by or at the direction of the Board of Trustees shall be subject to inspection by members of the public in accordance with the California Public Records Act, Government Code Sections 6250, et. seq. The Chancellor is directed to enact administrative procedures to ensure that any such recordings are maintained for at least 30 days following the taping or recording. ~~Such recordings as are made shall be considered unofficial public records of the proceedings of the Board designed primarily to assist in the preparation of the minutes, and may be erased or destroyed three calendar years after such recordings are made.~~

Persons attending an open and public meeting of the Board of Trustees may, at their own expense, record the proceedings with an audio or video tape recording or a still or motion picture camera or may broadcast the proceedings. However, if the Board of Trustees finds by a majority vote that the recording or broadcast cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a persistent disruption of the proceedings, any such person shall be directed by the President of the Board to stop.

Reference: Education Code Section 72121(a);
Government Code Sections 54953.5, and 54953.6

~~Government Code Sections 54953.5, 54953.6;
Education Code Section 72121(a)~~

~~Adopted: 12/14/2006~~

~~SDCCD- former policies 1001.16, 1001.28~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2365)



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Board Policy

Chapter 2 – Board of Trustees

BP 2432 – CHANCELLOR SUCCESSION

The Board [of Trustees](#) delegates authority to the Chancellor to appoint an acting Chancellor to serve in ~~his or her~~ [the Chancellor's](#) absence for short periods of time, not to exceed 30 calendar days at a time.

In the absence of the Chancellor and when an acting Chancellor has not been named, administrative responsibility shall reside with (in order):

1. Executive Vice Chancellor, Business [and Technology](#) Services
2. Vice Chancellor, Human Resources

The Board [of Trustees](#) shall appoint an acting Chancellor for periods exceeding 30 calendar days.

Reference: Education Code Sections 70902(d); [and](#) 72400;
Title 5 Section 53021(b)

~~Education Code Sections 70902(d); 72400;
Title 5 Section 53021(b)~~

~~Adopted: 12/09/2010 Supersedes: 12/14/2006~~

Adopted: 12/14/06

Revised: 12/09/10, _____

(Replaces current SDCCD BP 2432)



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Board Policy

Chapter 2 – Board of Trustees

BP 2436 – PRESIDENT SELECTION (COLLEGE/CONTINUING EDUCATION)

The Board of Trustees shall direct the Chancellor to oversee the search process to fill the president position in the event of a vacancy. A search committee shall be formed which will include members of governance groups and, as determined, appropriate representatives from the community. The search committee shall make recommendations concerning all aspects of the search process and shall recommend final candidates to the Chancellor.

The Chancellor will recommend at least two finalists for interview with the Board [of Trustees](#) and Chancellor in closed session. The final selection will be announced in open session and voted on for approval pursuant to Title 5 and relevant Government Code ~~regulations~~ [sections](#).

Reference: Title 5, Sections 53000 et seq.;
[WASC/ACCJC Accreditation Standards IV.B.1, IV.B.1.j. and IV.D.4](#)

~~Accreditation Standard IV.B.1, IV.B.1.j.;~~
~~Title 5, Sections 53000 et seq.~~

Adopted: 12/09/2010

New Policy

Adopted: 12/09/10

Revised:

(Replaces current SDCCD BP 2436)



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Board Policy

Chapter 2 – Board of Trustees

BP 2610 – PRESENTATION OF INITIAL COLLECTIVE BARGAINING PROPOSALS

The Chancellor is directed to enact administrative procedures that assure compliance with the requirements of Government Code Section 3547 regarding the presentation to the Board [of Trustees](#) of initial proposals for collective bargaining.

Collective bargaining begins when either an exclusive representative or the District itself presents an initial proposal for consideration in accordance with the following timelines:

- a) All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.
- b) Meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.
- c) After the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.
- d) New subjects of meeting and negotiating arising after the presentation of initial proposals shall be made public within 24 hours. If a vote is taken on such subject by the public school employer, the vote thereon by each member voting shall also be made public within 24 hours.

Reference: Government Code Section 3547

~~Government Code Section 3547~~

~~Adopted: 12/14/2006~~

~~SDCCD – former policy 0308; see 1001.8 Quorum and Order of Business~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2610)



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Board Policy

Chapter 2 – Board of Trustees

BP 2710 – CONFLICT OF INTEREST

Board members and employees shall not be financially interested in any contract made by the them in their official capacity, Board or in any contract they make in their capacity as Board members body or board of which they are members.

A ~~h~~Board member shall not be considered to be financially interested in a contract if ~~his or her~~ the Board member's interest is limited to those interests defined as remote under Government Code Section 1091 or is limited to interests defined by Government Code Section 1091.5.

A ~~h~~Board member who has a remote interest in any contract considered by the Board of Trustees shall disclose ~~his or her~~ the Board member's interest during a ~~h~~Board meeting and have the disclosure noted in the official ~~h~~Board minutes. The ~~h~~Board member shall not vote or debate on the matter or attempt to influence any other ~~h~~Board member to enter into the contract.

A ~~h~~Board member shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with or inimical to ~~his or her~~ the Board member's duties as an officer of the ~~d~~District.

In compliance with law and regulation, the Chancellor shall establish administrative procedures to provide for disclosure of assets of income of ~~h~~Board members who may be affected by their official actions, and prevent members from making or participating in the making of ~~h~~Board decisions which may foreseeably have a material effect on their financial interest.

Board members shall file statements of economic interest with the filing officer identified by the administrative procedures.

Board members are encouraged to seek counsel from the District's legal advisor in every case where any question arises.

[Also see AP 2710 Conflict of Interest and AP 7212 Conflict of Interest Code](#)

References: Government Code Sections 1090, et seq.; 1126; and 87200, et seq.; Title 2, Sections 18730 et seq.

~~Government Code Sections 1090, et seq.; 1126; 87200, et seq.; Title 2, Sections 18730 et seq.~~

Adopted: 12/14/2006

~~SDCCD — see policy 0000 — Conflict of Interest Code of the San Diego Community College District of the County of San Diego, Section 9, Disqualification; 4460 Conflict of Interest (October 14, 1998)~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2710)



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Board Policy

Chapter 2 – Board of Trustees

BP 2716 – POLITICAL ACTIVITY

Members of the Board [of Trustees](#) shall not use District funds, services, supplies, or equipment to urge the passage or defeat of any ballot measure or candidate, including, but not limited to, any candidate for election to the governing ~~board~~ [Board of Trustees](#).

Initiative or referendum measures may be drafted on an area of legitimate interest to the ~~the~~ District. The Board [of Trustees](#) may, by resolution, express the ~~the~~ Board's position on ballot measures. Public resources may be used only for informational efforts regarding [the possible effects of District bond issues or other](#) ballot measures.

[Also see BP/AP 7370 Political Activity](#)

References: Education Code Sections 7054; [7054.1, and](#) 7056;
Government Code [Section](#) 8314

~~Education Code Sections 7054; 7056;
Government Code 8314~~

Adopted: 12/14/2006

SDCCD — former policy 1006

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2716)



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Board Policy

Chapter 2 – Board of Trustees

BP 2717 – PERSONAL USE OF PUBLIC RESOURCES

No member of the Board of Trustees shall use or permit others to use public resources, except that which is incidental and minimal, for personal purposes or any other purpose not authorized by law.

[Also see AP 7371 titled Personal Use of Public Resources](#)

References: Government Code Section 8314;
Penal Code Section 424

~~Government Code Section 8314;~~
~~Penal Code Section 424~~

Adopted: 12/14/2006

New policy

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2717)



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Board Policy

Chapter 2 – Board of Trustees

BP 2720 – COMMUNICATIONS AMONG BOARD MEMBERS

The Board of Trustees may take action on matters properly before it only in public at a regular, special, or emergency meeting, except in those instances where action is permitted by law in ~~C~~losed ~~S~~ession. The authority of the Board of Trustees may be exercised only as a Board and only at such meetings or ~~C~~losed ~~S~~essions as are duly and legally constituted. Individual members acting in their individual capacities have no authority to commit the Board of Trustees or Chancellor to any policy determination or course of action.

Members of the Board of Trustees 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 reach a collective concurrence regarding any item that is within the subject matter jurisdiction of the Board of Trustees. In addition, no other person shall make serial communications to Board Members.

Reference: Government Code Section 54952.2

~~Government Code Section 54952.2~~

~~Adopted: 12/14/2006~~

~~SDCCD – former policy 1001.10~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2720)



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Board Policy

Chapter 2 – Board of Trustees

BP 2735 –BOARD MEMBER TRAVEL

Members of the Board [of Trustees](#) shall have [reasonable](#) travel expenses paid [or reimbursed](#) whenever they travel as representatives of and perform services directed by the Board [of Trustees](#).

~~Members of the Board of Trustees shall be reimbursed for reasonable traveling expenses incurred when performing services directed by the Board. Specific purposes of travel and blanket authority by name shall be directed annually by Board resolution. The District for purposes of travel or official functions for approved expenditures, upon request, will provide trustees with a Corporate Credit Card. This option is not available to a Student Trustee.~~

Reference: Education Code Section 72423

~~Education Code Section 72423~~

~~Adopted: 12/14/2006~~

~~SDCCD- former policy 1001.25~~

Adopted: 12/14/06

Revised:

(Replaces current SDCCD BP 2735)