BP 2410  Board Policies and Administrative Procedures

Reference:
Education Code Section 70902

The Board may adopt such policies as are authorized by law or determined by the Board
to be necessary for the efficient operation of the District. Board policies are intended to
be statements of intent by the Board on a specific issue within its subject matter
jurisdiction.

The policies have been written to be consistent with provisions of law, but do not
encompass all laws relating to District activities. All district employees are expected to
know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to or amended at any regular
board meeting by a majority vote. Proposed changes or additions shall be introduced not
less than one regular meeting prior to the meeting at which action is recommended. The
Board shall regularly assess its policies for effectiveness in fulfilling the District’s
mission.

Administrative procedures are to be issued by the President of the College as
statements of method to be used in implementing Board Policy. Such administrative
procedures shall be consistent with the intent of Board Policy. Administrative procedures
may be revised as deemed necessary by the President of the College.

The President of the College shall provide each member of the Board with any revisions.
The Board reserves the right to direct revisions of the administrative procedures should
they, in the Board’s judgment, be inconsistent with the Board’s own policies.

Copies of all board policies and administrative procedures shall be readily available to
the public through the Office of the President.

Amended by the Board of Trustees:  January 12, 2016
Approved by the Board of Trustees:  June 12, 2001