

## **Board Code of Ethics**

BP 2715 Code of Ethics/Standards of Practice

Reference:

Accreditation Standard IV.B.1.a, e, & h

The San Jose/Evergreen Community College District is committed to the principle that access to higher education should be available to every person. All Board members are committed to maintaining the highest standards of conduct and ethical behavior. The Board believes that such standards promote trust, confidence, and integrity in the working relationship between Trustees and staff. Therefore, the Board and its individual members are committed to the following:

Trustees are elected to represent the interests and serve the needs of the entire District and to promote the mission of the San Jose/Evergreen Community College District, which includes, as a primary concern, the welfare and success of students so that they may reach their educational goals.

Trustees are a part of the team of trustees, administrators, faculty, classified staff and students working in the best interest of the District and its students. Trustees encourage open, mutually supportive, and accountable participation of students, faculty, administrators and classified staff

Trustees have as their function the establishment of the policies by which the District is to be administered. The Board's duties also include the selection of the Chancellor, the establishment of policies for the District's current and long-range planning, review of the colleges' educational programs, including the establishment of broad outcome goals and monitoring progress, the preservation of assets, the expenditure of funds, and the determination of a governance structure. The Board holds the Chancellor accountable for the administration of the educational program and the conduct of District business

Trustees uphold the letter and spirit of the Ralph M. Brown Act and make all official decisions and actions of the Board of Trustees in open and public meetings

Trustees recognize that authority rests with the Board majority in legal sessions and not with individual members

Trustees respect the confidentiality of all privileged information

The Board is made up of individuals with differing values and beliefs: debate is expected and natural. Although there are individual expressions, there are no individual decisions. Trustees work with fellow Board members in a spirit of harmony and cooperation in spite of differences

Trustees communicate and promote the needs of the community to the District and the needs of the District to the community

Trustees assure the orderly operation of the District by encouraging employees to use established channels before bringing their concerns to the Board

Trustees avoid all conflicts of interest and the appearance of conflicts of interest

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Trustees enhance their potential as Board members through participation in educational conferences, workshops and training sessions offered by local, state and national organizations. They participate in state and national community college trustee associations

Trustees devote the time to activities which will enhance their ability to function effectively as an educational governing board member

## **1.0 Behavior Contrary to the Code of Ethics**

All Trustees are expected to maintain the highest standards of conduct and ethical behavior. Trustees who violate the Board's Code of Ethics harm the Board and the District. In order to maintain public confidence in the Board and in governance, the Board will be prepared to investigate the factual basis behind any charge or complaint of Trustee misconduct.

If an alleged breach of ethics occurs, the following process shall be followed:

2.1 Behavior contrary to the code of Ethics will be brought to the attention of the President of the Board of Trustees.

2.2 If the Board President's behavior is alleged to be contrary to or violates the Code of Ethics, the Board Vice President will address the matter.

2.3 The President or Vice President of the Board of Trustees may appoint two Trustees to a Code of Ethics committee to investigate the behavior contrary to the Code of Ethics.

2.4 The President will rule on whether there is a breach of ethics during a Board meeting, a point of order may be made, at which time the meeting may go into recess so that the Board can discuss the breach.

2.5 Board President will discuss the matter with the Trustee in question and may include the Code of Ethics Committee in the review.

2.6 The Board President and/or the committee shall, within a reasonable period of time, make a report of its findings to the Board of Trustees for action.

2.7 Sanctions include, but are not limited to, the following:

2.7.1 A formal letter to the Trustee(s) to officially put him/her/them on notice that his/her/their behavior will not be tolerated, or

2.7.2 A formal resolution to censure a Trustee in open session, or

2.7.3 Any further action deemed necessary, such as formal communication, by the Board President/Board Vice President, to the State of California Fair Political Practices Commission or a District Attorney, etc.

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