



COMPTON COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES POLICIES

BP 2715 Code of Ethics and Standards of Practice

Issued: November 16, 2010

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

The Board maintains high standards of ethical conduct for its members. As the public's representatives, Trustees must practice the highest ethical standards in performing their sworn duties. The activities and deliberations of the Board will be conducted following these tenets:

- ***Acting as a Whole:*** Board members recognize that legal and effective functioning is by the board as a whole. District matters are not governed by individual actions of Board members. When acting as Board members, trustees speak and act on behalf of the district, not as individuals. Board members use care not to misrepresent their individual opinions or actions as those of the Board. Although trustees abide by Board direction, they retain the right to seek changes in decisions through ethical and constructive channels.

In dealing with the public, individual trustees always clarify whether they speak as a member of the Board or as a private citizen..

- ***Managing Conflicts of Interest:*** Board members avoid any conflict of interest or the appearance of impropriety that could result because of their position. They do not intentionally use their Board memberships for personal gain or personal prestige. They inform the entire Board or the Board president when a matter under consideration might involve or appear to involve such a conflict.
- ***Monitoring Board Compensation and Expenses:*** Board members ensure that all district funds are spent appropriately and legally, including those that relate to their own expenses. They ensure that their expenses are authorized, reasonable and directly related to their trusteeships.
- ***Handling Special Interest Groups:*** Board members render all decisions regarding the issues at hand based on the available facts and their independent judgments and refuse to surrender that judgment to individuals or special interest groups. At the same time, district employees, their representatives, students and their governing officers are encouraged to express their views to Board members.

Board members are aware that they are responsible to all citizens of the district, and not solely to those who elected them. The authority delegated to trustees by the voters must be exercised with as much care and concern for the least influential as for the most influential member of the community. All members of the public are encouraged to express their views to Board members.

- ***Using Appropriate Channels:*** Board members promote a healthy working relationship with the Special Trustee, the Chief Executive Officer and his or her staff by:
 - a. supporting a cohesive and responsive administration and maintaining a climate of "no surprises"
 - b. supporting district personnel in the appropriate performance of their duties and ensuring that they have the requisite responsibility and necessary authority to perform effectively
 - c. sharing all concerns, complaints and recommendations, as appropriate, with other Board members, the Special Trustee and the Chief Executive Officer.

- ***Maintaining Appropriate Conduct at Board Meetings:*** Board members contribute to Board meetings in a way that facilitates thoughtful deliberation, good decision-making and the effective use of the time available. They participate actively and constructively, stay focused on the business at hand, avoid conduct that is disruptive or distracting, and treat everyone who interacts with the Board with respect. Board members meet only in public sessions unless authorized by law to meet in closed session.

- ***Maintaining Confidentiality of Closed Sessions:*** Board members do not disclose or publically discuss deliberations in closed session (except as specifically authorized or required by law) and maintain the confidentiality of all legally privileged information they receive.

- ***Exercising Authority as Trustees:*** Board members respect their elected position as trustees and in no way misuse their authority. Board members keep informed about the district, educational issues, and responsibilities of trusteeship. They commit the time and energy necessary to discharge their duties. They strive to promote the highest quality educational opportunities to all members of the community while ensuring fiscal stability, institutional integrity and operational efficiency.

- ***Handling of Administrative Matters:*** Board members focus Board attention on policy determination, planning, overall evaluation and the maintenance of the district's fiscal stability. While district employees, students and citizens are encouraged to freely express their views to Board members, Board members refrain from involving themselves in matters that are delegated to the Chief Executive Officer, except as needed to fulfill their proper oversight responsibilities.

- ***Giving Priority to the District and its Strategic Partner:*** Board members give priority to their obligation to advocate for and protect the district. While they may participate in other community activities, they hold the district's interests as paramount to those of any other community group or organization. Because the District has entered into a strategic partnership with El Camino College, Board members support the partnership with El Camino and work to promote its success.

Behavior Alleged to be Contrary to the Code of Ethics and Standards of Practice: Behavior that is alleged to be contrary to the Code of Ethics and Standards of Practice should be brought to the attention of the President of the Board (unless the President's behavior is in question, in

which case the allegation should be brought to the attention of the Vice President of the Board. In that event, all references in this Rule to the “President” should be considered as references to the Vice President.)

The President will discuss the allegation with the Board member in question and may establish an ad hoc committee to examine the matter and recommend further action to the Board.

If the Board finds that a violation has occurred and that a sanction is warranted, the Board may, by resolution, impose an appropriate sanction. Appropriate sanctions include, but are not limited to, reprimand, censure, or withholding of Board member compensation.

This policy shall become effective immediately upon approval but shall be repealed automatically on July 1, 2011, unless the Board and Special Trustee act before that date to readopt the policy in the same or modified form.