

Board Policy 2410

Board Policies and Administrative Procedures

The Board may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient and effective 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 are developed through collegial consultation processes and may be adopted, revised, added to or amended at any regular board meeting by a majority vote after a second reading and opportunity for public comment. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended.

Administrative procedures are to be issued by the Superintendent/President as statements of methods 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 Superintendent/President. Administrative procedures will be reviewed through the established collegial consultation process.

The Superintendent/President shall, annually, provide each member of the Board with copies of any revisions of the administrative procedures. 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 policies and administrative procedures shall be readily available to District employees on the Board of Trustees' webpage.

See Administrative Procedure 2410.

References:

Education Code Section 70902;
Accreditation Standard IV.B.1.b & e

El Camino College
Adopted: 4/16/01
Amended: 4/13/15