

**Peralta Community Colleges
Resolution 09/10-14**

**A Resolution to Amend Peralta's Governing Board
Policy Chapter 3 Regarding Ethics and Training**

Whereas, the Governing Board has a responsibility for ensuring the efficacy and efficiency of all functions of the Peralta Community Colleges, and

Whereas, it is expected that duties carried out on behalf of the Peralta Community Colleges as executed by the Governing Board, Chancellor, administrators, confidential employees, faculty and staff employed by the Peralta Community Colleges using resources or facilities will be executed in an ethical manner; and

Whereas, the Governing Board recognizes that it cannot write policy or law to fit every situation or dictate what one should do or should not do relative to ethical behavior, and

Whereas, those acting on behalf of the Peralta Community Colleges have a general duty to conduct themselves in a manner that will maintain and strengthen the public's trust and confidence in the integrity of the Colleges; therefore be it

Resolved, that members of the Governing Board, Chancellor, all administrators, managers and confidential employees will on a bi-annual basis be required to take the CA Attorney General's Ethics Orientation or a similar class or training on the subject matter; said employees will be responsible for submitting documentation or evidence of course completion to the Governing Board, General Counsel or designee; and further be it

Resolved that with regard to professional conduct, those acting on behalf of the Peralta Community Colleges shall avoid even the appearance of a conflict of interest and shall practice:

- Integrity by maintaining an ongoing dedication to honesty and responsibility;
- Trustworthiness by acting in a reliable and dependable manner;
- Evenhandedness by treating others with impartiality;
- Respect by treating others with civility and decency;
- Stewardship by exercising custodial responsibility for District property and resources;
- Compliance by following State and Federal laws and regulations and Board policies related to their duties and responsibilities;

- Confidentiality by protecting the integrity and security of District information such as student records, employee files, patient records, and contract negotiation documents. Further be it

Resolved, that those acting on behalf of the Peralta Community Colleges will seek appropriate guidance from the Inspector General, the General Counsel, the Fair Political Reform Commission, or the California Office of the Attorney General when faced with ethical dilemmas.

Violations of this policy may initiate disciplinary proceedings in accordance with due process and applicable State and local laws, regulations and contractual agreements.

PASSED AND ADOPTED this 13th day of October, 2009, by a unanimous vote of the Board, unless the minutes reflect otherwise.

Elihu M. Harris, Chancellor
Secretary, Governing Board
PERALTA COMMUNITY COLLEGE S