

**Policy 1.06 Board of Trustees Code of Ethics and Behavior**

The Board of Trustees adopts the following Trustee Code of Ethics as a guide to individual Trustees and as standards for use in its periodic evaluation of its collective performance. The order of items listed within the Code does not necessarily imply their relative importance.

**Board of Trustees Code of Ethics**

The primary responsibility of members of the Peralta Community College Board of Trustees is to maximize community college learning opportunities for all people consistent with the laws and policies of the State of California.

Trustees shall comply with the letter and spirit of all applicable laws and shall strive to:

**Board members:**

- A. Focus their efforts in effective and coherent ways by taking responsibility to place items on the formal agenda and coordinate their activities to appropriate cycles;
- B. Devote time, thought, and study to their duties as Board members so that they may render more effective service;
- C. Work with fellow Board members in a spirit of harmony and cooperation in spite of differences of opinion;
- D. Base decisions upon all available facts in each situation, vote their honest conviction, and abide by the final majority decision of the Board;
- E. Recognize that the information and deliberations of the Board in closed session must not be disclosed or discussed with anyone else without the prior approval of the Board;
- F. Follow the Board's policies and procedures and the orderly agenda of the District;

**Personal performance:**

- G. Resist every pressure to use their position as Board members to benefit themselves or other individuals;
- H. Enhance their potential as Board members through participation in educational conferences, workshops, and training sessions;
- I. Be informed about the actions and positions of state and national community college trustees' associations;
- J. Identify and avoid any possible conflict of interest or appearance of conflict of interest, and seek and follow professional advice in such circumstances;
- K. Strictly refrain from using District resources for any partisan purpose and refrain from using the power of the Trustee office to pressure employees for political support;
- L. Promote annual evaluation of their individual performance and that of the Board as a whole;

**Chancellor:**

- M. Provide for the effective operation of the District through the establishment of Board policies and the selection of a Chancellor to serve as the Chief Executive Officer of the District;

- N. Shape the direction of the District through strategic planning, setting goals and priorities and annually evaluating the Chancellor's performance in furthering the mission of the District;
- O. Follow proper procedures and normally give the Chancellor the opportunity to prepare for questions and concerns prior to Board meetings;
- P. Be reasonable in their requests of the Chancellor, and in those cases where the Chancellor declines to accede to a request that a Board member deems important, recognize that the full Board is the proper final appeal;
- Q. Recognize the importance of understanding and evaluating the educational program of the District and of providing for long-term educational planning;
- R. Refrain from interference in administrative areas;

Community:

Recognize that as Trustees they have no individual authority and must conduct their relationships with the staff, students, residents, and the media on that basis;

S. Be aware that they are responsible to all residents of the District, not solely those who elected them;

- T. Encourage students, employees, and community members to participate in the development of proposals and consider their views in Board deliberations; and

U. Strive to build community support for our District.

V. It is the responsibility of the incumbent, elected President of the Governing Board to provide the leadership necessary to ensure that the Board, and each of the Trustees, are compliant with the above delineated Code of Ethics. The President, acting on behalf of the Board, should initially utilize moral suasion to modify behavior that is outside the bounds of this code. If that approach does not work, the President shall send a formal letter to the non-compliant member(s) to officially put him/her on notice that his/her behavior will not be tolerated. The next step, if necessary, would involve a formal resolution of censure in open session by the Board. The next step could involve a formal communication, by the Board President, to the State of California Fair Political Practices Commission or a Grand Jury. If the President of the Board is found to be in violation of the code, then the acting President shall enforce this provision. The Board may convene an ad hoc Board committee to review violations of the provisions delineated in the above code of ethics.

**Source of Law:**

Accreditation Standards

California Government Code § 54950- § 54962 (Brown Act)

California Education Code § 7054

Approved by the Board of Trustees: February 23, 1993

Revised by the Board of Trustees: November 15, 2005

Revised by the Board of Trustees: November 18, 2008

Revised by the Board of Trustees: December 9, 2008