

The members of the Board of Trustees of the MiraCosta Community College District pledge to perform their duties in accordance with their oath of office. They are committed to serving the educational needs of all residents of the MiraCosta Community College District, and to carrying out their duties and responsibilities in accordance with the highest standards of ethical behavior. Ethical behavior is fundamentally defined as behavior that distinguishes right from wrong as measured by the accepted rules of conduct for a society and/or a profession.

Board Policy 2715, Code of Ethics/Standards of Practice, together with Board Policy 3050, Institutional Code of Ethics, shall constitute the ethical standard for members of the board in both the conduct of policy and in their relationships with the administration, staff, students, and the district community. Board Policy 2715, Code of Ethics/Standards of Practice, shall be reviewed at least annually to insure that it remains a vital document, and each member of the board will read and sign the code annually.

Within this ethical context and the board's obligation to the college's primary mission, each member of the board will adhere to the standards of practice described below.

Accordingly, individual board members will take responsibility for:

- A. Devoting an appropriate amount of time, thought, and study to their duties as community college board members so that they may render effective and creditable service.
- B. Working with companion board members in a spirit of harmony and cooperation despite any differences of opinion that may arise during vigorous debate of issues.
- C. Basing all decisions on all the available facts in each situation, voting with honest conviction in every case, unswayed by partisan bias, and upholding and abiding by the final majority decision of the board.
- D. Remembering at all times that no member of the board has any legal authority outside the meetings of the board and that each member will conduct his or her relationships with college staff, students, the local citizenry, and the media on that basis.

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Periodic Review: 11/15/11, 10/16/12, 3/19/13, 12/10/13, 12/10/14

Reference Update: 11/14

References: Accrediting Commission for Community and Junior Colleges

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

Brown Act, Government Code §§54859 et seq.

Board Policy 2710, Conflict of Interest

Board Policy 2815, Closed Sessions

Board Policy/Administrative Procedure 3050, Institutional Code of Ethics

- E. Being aware that they are responsible to all residents in the MiraCosta Community College District and not solely to those who elected them, and exercising the authority delegated to them by the voters with as much care and concern for the least influential as for the most influential members of the community.
- F. Resisting every temptation and outside pressure to use their positions as community college board members to benefit either themselves or any other individual or agency apart from the total welfare of the MiraCosta Community College District.
- G. Recognizing that it is as important for the board to review and understand the educational program of the college as it is to plan for the business of the college operation.
- H. Bearing in mind under all circumstances that the board is legally responsible for the effective operation of the MiraCosta Community College District, that its primary function is to establish the policies by which the MiraCosta Community College District is to be administered, and that it shall hold the superintendent/president and his staff responsible for the administration of the educational program and the conduct of college business.
- I. Welcoming and encouraging the active involvement of students, employees, and residents in the MiraCosta Community College District with respect to establishing policy on current college operations and proposed future developments, and for considering their views in board deliberations and decisions.
- J. Thoroughly understanding that all matters discussed or disclosed during a lawfully held closed session are confidential and that all notes, minutes, records, or recordings made of such a closed session are confidential and shall remain confidential unless and until required to be disclosed by action of the board or by law.
- K. Availing themselves of opportunities to enhance their potential as board members through participation in leadership and planning retreats, educational conferences, workshops, and training sessions offered by local, state, and national organizations.
- L. Being informed about the actions and positions of state and national community college trustee associations.
- M. Striving to provide the most effective community college board service of which they are capable, and doing so in a spirit of teamwork and devotion that acknowledges public education as the greatest instrument for the preservation and perpetuation of our representative democracy.
- N. Prudently allocating district resources where they are most needed.

Violations of Board Policy 2715, Code of Ethics/Standards of Practice, by a board member may be cause for thorough and fair review by the board. The board president will first discuss the alleged violation with the member. If the violation cannot be

resolved in this manner, the board will constitute an ad hoc ethics committee consisting of one member appointed by the board president and one by the board vice president, neither appointee to be the president or vice president. The committee will initiate a thorough, fact-finding process regarding the complaint, including an interview with the member in question, and report its findings and recommendations to the board. The board will then consider the committee's findings. If the board determines the member has not violated Board Policy 2715, Code of Ethics/Standards of Practice, that concludes the process. If the board determines a violation has occurred, the board may sanction the member in a manner it deems appropriate.