



ADMINISTRATIVE PROCEDURE

2715

DESERT COMMUNITY COLLEGE DISTRICT

CODE OF ETHICS STANDARDS OF PRACTICE

A violation of any member of the Board of Trustees of Board Policy 2715 will result in the following action:

- A. A written complaint may be filed by a member of the Board of Trustees, or any other person to the Chair of the Board of Trustees. If the alleged violation is by the Board Chair, the complaint shall be filed with the Vice Chair. The complaint must cite the section of the board ethics statement being violated. Actual or perceived violations of the law must be dealt with expeditiously.
- B. The Board Chair or Vice Chair shall appoint a subcommittee to review the charges and make a report and a recommendation back to the Board of Trustees in an open meeting. The trustee subject to the charge of misconduct shall not be precluded from presenting information to the committee.
- C. In the event that the violation involved “pending litigation” the board may discuss the findings of the subcommittee in closed session. Any action on the recommendations must be reported out and voted on in an open meeting.
- D. Based upon the findings of the investigation, the Board may take any and/or all of the following actions:
 1. No Violation. Determine that the alleged misconduct did not occur or was not a violation of the code of ethics and that no further action should be taken.
 2. Corrective Action Unnecessary. Determine that a violation occurred, but that the violating Trustee is unlikely to repeat the offense and therefore no corrective action is needed unless and until a future violation occurs.
 3. Warning. Find that a violation occurred and officially warn the Trustee specifically identifying the misconduct. The warning may direct the Trustee to take specified corrective action. Failure of the violating Trustee to take such corrective action may result in Reprimand.
 4. Reprimand. Find that a violation occurred and officially reprimand the Trustee, specifically identifying and condemning the misconduct. The Reprimand may include direction to the violating Trustee to undertake ethical training, perform restitution, or otherwise take specified corrective action. Failure of the violating Trustee to take such corrective action may result in Censure.

5. Censure. Find that a violation occurred and censure the Trustee. Censure not only expresses the Board's disapproval of the misconduct, but expresses the Board's disapproval of the Trustee based upon the Trustee's likelihood of continuing with ethical misconduct as a Trustee. The Censure shall be made publicly and may:
- a. Expressly warn the College community and public that the violating Trustee has no authority to speak or act for the Board or the College, but instead is acting on his or her own.
 - b. Publicly disavow the misconduct and reaffirm that the Board finds such misconduct unethical and unacceptable, and does not condone or tolerate such misconduct.
 - c. To the extent the misconduct involves violation of public meeting laws, including the confidentiality of closed session meetings, take action to protect the lawfulness of Board meetings, which may include initiating appropriate legal action against the Trustee to ensure compliance with public meeting laws through the exclusion of the Trustee from closed session meetings.
- E. The action taken by the board will be binding on the board member charged and on the board as a whole. The records of any actions identified in the recommendation shall be maintained by the Office of the Superintendent/President.

Approval Date: February 22, 2008
Cabinet Approval: February 15, 2011
College Planning Council Approval: February 25, 2011
Board of Trustees Review: March 17, 2011
Board of Trustees Revision: June 20, 2013
Next Review: June 2018

Administrator: Superintendent/President