



BOARD POLICY

2410

DESERT COMMUNITY COLLEGE DISTRICT

BOARD POLICIES AND ADMINISTRATIVE PROCEDURES (ADOPTION, REVISION, AND DELETION)

Board Policies

The Board may adopt, revise, or delete such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on specific issues within its subject matter jurisdiction.

Adoption, revision, or deletion will be determined by the Board upon recommendation of the Superintendent/President, based on recommendation of the Community College League of California (CCLC) or upon internal recommendation. Internal recommendation can occur at any time as a consequence of determined need or as a result of the annual policy and procedure review process. The Superintendent/President shall cause to be maintained and observed procedures for the annual policy and procedure review process that will ensure systematic review of all policies and procedures at least once in any five year cycle.

Policies are written consistent with provisions of law, but do not encompass all laws relating to District activities. Federal and state laws shall prevail over policies in the event of contradiction. All District employees are expected to know and observe policies in addition to all provisions of law pertinent to their job responsibilities.

Policies may be adopted, revised, added to, amended, or deleted, by a majority vote of the Board at a regular meeting. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended. The Board may waive the two reading rule in the event of minor change in policy that does not alter the intent.

The Board shall regularly assess its policies and procedures for effectiveness in fulfilling the District's mission.

Administrative Procedures

Administrative procedures are to be issued by the President as statements of method to be used in implementing board policies. Such administrative procedures shall be consistent with the intent of the related board policies. Administrative procedures may be revised by the President at any

time upon recommendation of the CCLC, or as need is determined, or consequent to the annual policy and procedure review process.

The Superintendent/President shall provide to the Board, for information, all adopted, revised, and deleted procedures related to board policies. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board's judgment, be inconsistent with the board policies.

Copies of all current board policies and administrative procedures shall be readily available to the general public on the College website:

<http://www.collegeofthedesert.edu/community/bot/Pages/bpap.aspx>

Reference: Education Code Section 70902

Approval Date: August 16, 2007

Administrator: Superintendent/ President

Revised: Board Approval Date: March 16, 2012

Executive Cabinet Review/Approval: February 7, 2017

College Planning Council/Information Item: February 24, 2017

Board Review/Approval, 1st Reading: March 17, 2017

Board Review/Approval, 2nd Reading: April 21, 2017

Next Review: April 2022