PALO VERDE COMMUNITY COLLEGE DISTRICT
BOARD POLICY 2715

Code of Ethics/Standards of Practice

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

As a member of the Palo Verde Community College District Board of Trustees, I will perform my duties in accordance with my oath of office. I am committed to serve the needs of the citizens of the District. My primary responsibility is to provide learning opportunities to students regardless of sex, race, color, religion, ancestry, age, marital status, national origin, or handicap.

It is my further responsibility to:

1. Devote time, thought, and study to my duties as a Palo Verde College Board Member so that I may render effective and creditable service.

2. Work with my fellow Board Members in a spirit of respect and civility in spite of differences of opinion that may arise during vigorous debates of points of view.

3. Base my personal decisions upon all available facts in each situation, vote by honest conviction in every case unswayed by partisan bias, and abide by and uphold the final majority decision of the Board.

4. Remember at all times that as an individual I have no legal authority outside the meetings of the Board, and conduct my relationships with college staff, students, and local citizenry, and the media on that basis.

5. Be aware that I am responsible to all citizens of the District, and not solely to those who elected me. The authority delegated to me by the voters must be exercised with as much care and concern for the least influential as for the most influential member of the community.

6. Resist every temptation and outside pressure to use my position as a community college board member to benefit either myself or any other individual or agency apart from the total welfare of the Palo Verde Community College District.

7. Recognize that it is as important for the Board to understand and evaluate the educational program of Palo Verde College as it is to plan for the business of college operation.

8. Bear in mind under all circumstances that the Board is legally responsible for the effective operation of the District. Its primary function is to establish the policies by which the Palo Verde Community College District is to be administered. The Board shall delegate to and hold the Superintendent/President and his/her staff accountable for the administration of the educational program and the conduct of college business.

9. Welcome and encourage the active involvement of students, employees, and citizens of the District with respect to establishing policy.

10. I shall maintain the confidentiality of closed sessions and recognize that deliberations of the Board in closed session are not mine to release or discuss in public without the prior approval of the Board by majority vote.

11. Avail myself of opportunities to enhance my potential as a Board Member through participation in educational conferences, workshops, and training sessions offered by local, state, and national organizations.

12. Be informed about issues affecting community colleges at the state and national levels.

13. Strive to provide the most effective community college board service of which I am capable, in a spirit of teamwork and devotion to public education as the greatest instrument for the preservation and perpetuation of our representative democracy.

All Board members are expected to maintain the highest standards of conduct and ethical behavior and to adhere to the Board Code of Ethics. The Board will be prepared to investigate the factual basis behind any charge or complaint of trustee misconduct. A Board member may be subject to a resolution of censure by the Governing Board should it be determine that trustee misconduct has occurred. Censure is an official expression of disapproval passed by the Governing Board.

A complaint of trustee misconduct will be referred to an ad hoc committee composed of two (2) trustees not subject to the complaint. In a manner deemed appropriate by the committee, a fact-finding process shall be initiated and completed within a reasonable period of time to determine the validity of the complaint. The committee shall be guided in its inquiry by the standards set forth in the Code of Ethics as defined in policy. The trustee subject to the charge of misconduct shall not be precluded from presenting information to the committee. The committee shall, within a reasonable period of time, make a report of its findings to the Governing Board for action.

Any trustee who violates this policy or the Board of Trustees' Conflict of Interest Policy (BP 2710) shall be subject to the appropriate disciplinary action. Such action may include but is not limited to the following depending upon whether it is a first, second or subsequent occurrence and the severity of the issue:

- Verbal counseling by the Board President, or if the trustee in question is the Board President by the Board Vice President or next ranking Board officer.
- Letter of Reprimand by the Board President, of if the trustee in question is the Board President by the Board Vice President or next ranking Board officer.
- Resolution of Censure by the Board of Trustees.

See also BP/AP 2710 – Conflict of Interest
See also BP 2745 – Board Self Evaluation

(Formerly PVC Board Policy 7001)

01/14/06 Board First Read
01/30/06 Board Second Read and Approval
06/26/07 Revised - Board First Read
07/24/07 Board Second Read and Approval
04/22/08 Revised - Board First Read
05/27/08 Revised - Board Second Read and Approval

Institutional Code of Ethics

Reference: Accreditation Standard III.A.1.d

All trustees, officers and personnel of the Palo Verde Community College District are committed to serving the needs of the citizens of the District. Our primary responsibility is to provide learning opportunities to students regardless of sex, race, color, religion, ancestry, age, marital status, national origin, or handicap.

Each Trustee, officer and employee of Palo Verde College shall:

1. Devote time, thought, and study to his or her duties so that effective and creditable service may be rendered.

2. Work with each other in a spirit of respect and civility in spite of differences of opinion that may arise during vigorous debates of points of view.

3. Base votes and decisions, in every case, upon all available facts and honest conviction, and be unswayed by partisan bias.

4. Remember at all times that as individuals, we have no legal authority, and we shall conduct our relationships with college staff, students, local citizenry, and the media on that basis.

5. Be aware of our responsibility to all citizens of the District. The authority delegated by the District must be exercised with as much care and concern for the least influential as for the most influential member of the community.

6. Resist every temptation and outside pressure to use our Palo Verde College position to benefit either ourselves or any other individual or agency apart from the total welfare of the Palo Verde Community College District.

7. Recognize that it is as important to understand and evaluate the educational program of Palo Verde College to better serve the community.

8. Bear in mind under all circumstances that we are responsible for the effective operation of the District by adhering to the policies and procedures of the District.

9. Welcome and encourage the active involvement of students, employees, and citizens of the District with respect to reviewing and recommending policy.

10. Maintain confidentiality of staff and students.

11. Avail ourselves of opportunities to enhance our potential through participation in educational conferences, workshops, and training sessions offered by local, state, and national organizations.

12. Be informed about issues affecting community colleges at the state and national levels.

13. Strive to provide the most effective community college service of which we are capable, in a spirit of teamwork and devotion to public education.

Any employee who violates the Institutional Code of Ethics may be subject to disciplinary action by the District.

Any trustee or officer of the District who violates the Institutional Code of Ethics, the Code of Ethics/Standards of Practice for the Board (BP 2715), or Conflict of Interest Code (2710) may be subject to appropriate disciplinary action.

See also BP/AP 2710 – Conflict of Interest
See also BP 2715 – Code of Ethics/Standards of Practice

09/03/08 College Council Approval
09/23/08 Board First Read
10/28/08 Board Second Read and Approval