

MONTEREY PENINSULA COLLEGE
GOVERNING BOARD POLICIES

1000 SERIES GOVERNING BOARD POLICIES

A. Organization and Procedures for the Governing Board

1000 Governing Board Code of Ethics and Conduct

The Monterey Peninsula Community College District Governing Board, in recognition of its responsibility to the community it serves, and to the students and staff of the college for whom it must provide wise governance, affirms its commitment to the following statements of Ethical Conduct. These statements enlarge upon, or are in addition to, many of the Board's legal obligations, which are outlined in the Board Policies Handbook.

A. Responsibilities

Members of the Governing Board will:

1. Work together in a spirit of harmony and cooperation treating other Board members with respect and courtesy even though vigorous differences of opinion and philosophy may arise during debates on points of issue.
2. Base their Governing Board decisions upon all available facts, vote their honest conviction in every case unswayed by partisan bias, and abide by and uphold the final majority decision of the Board.
3. Understand and remember that individual Board members have no legal authority to represent the college outside of Board meetings and are to conduct their relationships with the public, staff, and students on that basis.
4. Resist every pressure and temptation to use their position as a Board member to benefit either themselves or any individual or agency apart from the welfare of the college district.
5. Treat members of the public, staff, and students courteously and with dignity.
6. Devote the time, thought, and study to their duties as a Board member, which will enable them to render effective and creditable service.
7. Understand that the Board's function is to provide leadership to the District through its review and evaluation of programs, planning, the development of policy, and maintaining the fiscal integrity of the district. Board members recognize that it is not their function, either individually or collectively, to actively engage in the administration of

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the district and understand that to do so, or even to give the appearance of doing so, can erode the trust and mutual respect which are the cornerstones of successful Board/Superintendent relationships.

8. Respect the intent, as well as the letter, of the Ralph N. Brown Act, discussing in Closed Session only those topics designated for discussion in Closed Session and taking official actions in public sessions.
9. Maintain the confidentiality of privileged and Executive Session information.
10. Serve as a positive spokesperson for the college in the community and act, constructively, in communicating and promoting the needs of the community to the college.
11. Be responsible to all citizens of the district, and not, solely, to selected citizens/groups.
12. Employ a competent and effective Superintendent/President and exercise oversight, supervision of the Superintendent/President and take the necessary steps to ensure his or her accountability to the Board and the institution.

B. Censure

All Board members are expected to maintain the highest standards of conduct and ethical behavior. To give guidance to individual members in conforming their conduct to minimum standards, the Board has adopted this policy. In order to maintain public confidence in the Board, and in governance, the Board will be prepared to investigate the factual basis behind any charge or complaint of trustee misconduct. In the instance a member of the Board of Trustees fails to maintain the highest standards of ethical and professional conduct, he/she may be censured by the full Board.

1. Censure is an official expression of disapproval passed by the Board of Trustees. A Board member may be subject to a resolution of censure by the Board of Trustees should it be determined that trustee misconduct has occurred.

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2. A complaint of trustee misconduct will be referred to the Board Chair. He/she will appoint an ad hoc committee composed of two Trustees not associated with the complaint to conduct an investigation and review of the matter. In the event the complaint involves the Board Chair, another officer of the Board shall form the ad hoc committee. A thorough fact finding process, formulated in a manner deemed appropriate by the committee shall be initiated. The committee shall be guided in its inquiry by the standards set forth in this policy and shall complete their inquiries within a reasonable period of time.

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 Board of Trustees for action.

Reference: Education Code
Accreditation Standard IV.B.1.

Adopted: May 21, 1991

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