

## BOARD POLICY AND ADMINISTRATIVE REGULATION

Board policies are adopted by the Board of Trustees, and state the philosophy of the Board and give direction for the operation of the District. Administrative regulations are developed by the Chancellor in consultation with the various constituent groups, and provide for the implementation of board policy.

### BOARD POLICIES

The Board of Trustees will periodically review board policies. The Chancellor shall assist the Board of Trustees in the formation and revision of all board policies.

In addition, recommendations for new or revised board policies may originate at any time from members of the Board of Trustees, the Chancellor, members of the District or college administration, faculty, staff, students, or members of the public.

The Chancellor shall receive recommendations for policy and/or administrative regulation development or revision from the Academic and Classified Senates, Associated Student organizations as well as the various bargaining units, in addition to other segments of the administration. If the Chancellor concludes that a new or revised policy and/or administrative regulation is appropriate or necessary, then he shall refer the matter to the appropriate groups, identified above, either for the development or revision of proposed policies and/or administrative regulations, or for the timely review and comment on draft policies and/or administrative regulations.

### TRUSTEE APPROVAL

1. The Board of Trustees Board Policy Subcommittee may meet to review proposed board policies and will either:
  - a. Return the policy draft to the Chancellor with recommendations for further revision, or
  - b. Direct the Chancellor to forward the policy draft to the Board of Trustees for review and study
2. New or revised board policies presented to the Board of Trustees by the Chancellor shall normally receive at least two readings; however, the Board may adopt new or revised policies at a first reading if the agenda indicates that action may occur at the first reading.
  - a. At the first reading, new or revised policies are normally submitted to the Board for “Acceptance for Review and Study”
  - b. The second reading is for revision and/or approval

- c. Subsequent readings may be conducted if policy approval is not accomplished at the second reading. A draft policy revised following either a first or second or subsequent reading need not be subject to further readings prior to action