



Origination	10/2010
Last Approved	07/2024
Effective	07/2024
Last Revised	07/2024
Next Review	07/2034

Chapter Lead	Jose Torres: Chapter 1&2(BOT),3(CC)&6
Policy Area	Chapter 2 Board of Trustees
References	10+1, CCLC Good Practice/ Optional

BP 2410 Board Policies and Administrative Procedures

The Board may adopt 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 a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to District activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to or amended at any regular Board meeting by a majority vote per the AP. Proposed changes or additions shall normally be introduced not less than one regular meeting prior to the meeting at which action is recommended. In urgent circumstances, Policies of the Board may be adopted at the same Board meeting at which they are introduced. However, such exceptions to the first read/final approval two-month process will not circumvent or replace the AP 2410 Level Review process.

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

Administrative procedures are to be issued by the Chancellor as statements of method to be used in implementing Board Policy. Such administrative procedures shall be consistent with the intent of Board Policy. Administrative procedures may be revised as deemed necessary by the Chancellor through regular consultation processes and/or as required by revisions to laws and regulations. Administrative procedures are forwarded to the Board of Trustees. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board’s judgment, be inconsistent with the Board’s own policies.

Board policies and administrative procedures are to be reviewed as per the schedule specified in AP

2410.

Board policies and administrative procedures shall be readily available on the District’s website.

Reference:

Education Code Section 70902; ACCJC Accreditation Standard 4.4

Attachments

 [BP 2410 Board Policies & Admin Procedures - Comments](#)

 [BP 2410 Board Policies & Admin Procedures - Legal Citations](#)

Approval Signatures

Step Description	Approver	Date
Approved per Level 1 process in AP2410	Kelly Goodrich: PPAC Support	07/2024

   