

## BP 2220 Committees of the Board

Reference:

***Government Code Section 54952***

The Board may by action establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by board action shall comply with the requirements of the Brown Act and with these policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board that are advisory are not required to comply with the Brown Act, or with these policies regarding open meetings, unless they are standing committees.

Board committees that are only advisory have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

The Board has established the following committee(s):

None.

## BP 2305 Annual Organizational Meeting

Reference: *Education Code Section 72000(c)(2)(A)*

Board Approved: 04/13/05

The annual organizational meeting of the Board will be *held the first regular meeting in December.* ~~within 15 days of the date on which a board member who is elected takes office, or, in years in which no regular election for governing board members is conducted.~~ The purpose of the annual organizational meeting is to elect a President (*Chair*) and Vice President (*Vice Chair*), ~~appoint or elect~~ *ratify the designation of a Secretary (see BP 2210),* and conduct any other business as required by law or determined by the Board. Parliamentary procedure and rules followed in Robert's Rules of Order shall be followed except where specifically amended by the Board.

## BP 2430 Delegation of Authority to President/Superintendent

Reference:

*Education Code Sections 70902(d), 72400;  
Accreditation Standard IV.B.1.j; IV.B.2*

The Board delegates to the President/Superintendent the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action.

The President/Superintendent may delegate any powers and duties entrusted to him or her by the Board including the administration of colleges and centers, but will be specifically responsible to the Board for the execution of such delegated powers and duties.

The President/Superintendent is empowered to reasonably interpret board policy. In situations where there is no board policy direction, the CEO shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the CEO to inform the Board of such action and to recommend written board policy if one is required.

The President/Superintendent is expected to perform the duties contained in the President/Superintendent job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description and goals and objectives for performance shall be developed by the Board in consultation with the President/Superintendent

The President/Superintendent shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in timely fashion.

The President/Superintendent shall make available any information or give any report requested by the Board as a whole. Individual trustee requests for information shall be met if, in the opinion of the President/Superintendent, they are not unduly burdensome or disruptive to District operations. Information provided to any trustee shall be available to all trustees.

The President/Superintendent shall act as the professional advisor to the Board in policy formation.

## BP 2431 CEO Selection

Reference:

*Accreditation Standard IV.B.1, IV.B.1.j.: Title 5, Sections 53000 et seq.*

In the case of a CEO vacancy, the board shall establish a search process to fill the vacancy. The process shall be fair and open and comply with relevant regulations.

## BP 2432 CEO Succession

Reference:

*Education Code Sections 70902(d); 72400; Title 5 Section 53021(b)*

The Board delegates authority to the President/Superintendent to appoint an acting President/Superintendent to serve in his or her absence for short periods of time, not to exceed 30 calendar days at a time.

In the absence of the CEO and when an acting president has not been named, the Board shall appoint an acting President/Superintendent. ~~administrative responsibility shall reside with (in order):~~

~~Vice President, Administration & Information Technology/Deputy Superintendent~~

~~Vice President, Instruction and Student Services/Deputy Superintendent~~