

## SOLANO COMMUNITY COLLEGE DISTRICT

### GOVERNING BOARD POLICIES AND PROCEDURES

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**POLICY:** 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. Proposed changes or additions shall be introduced not less than one regular meeting (First Reading) prior to the meeting at which action is recommended. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission. Any policy may be suspended or rescinded by a majority vote of the entire Board. This vote will be taken by roll call and will be entered in the minutes of the meeting.

Administrative procedures are to be issued by the Superintendent-President 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 Superintendent-President.

The Superintendent-President shall, annually provide each member of the Board with any revisions to administrative procedures since the last time they were provided. 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.

Copies of all policies and administrative procedures shall be readily available to District employees through the Superintendent-President.

**REFERENCES/  
AUTHORITY:**

Solano Community College District Governing Board  
Education Code Section 70902  
Accreditation Standard IV.C.7,IV. D. 4, I.B.7, and I.C. 5

**ADOPTED:** July 7, 1982

**REVISED:** June 6, 2007;

**REVIEWED:** October 20, 2010; June 18, 2014; March 1, 2017