



## AGENDA ITEM BACKGROUND

TO: GOVERNING BOARD		DATE  <b>January 14, 2013</b>
FROM: PRESIDENT		
SUBJECT: <b>Board Policy Revisions: Office of the President, Second Reading</b>		ENCLOSURE(S)  <b>Page 1 of 6</b>
REASON FOR BOARD CONSIDERATION <b>Action</b>	ITEM NUMBER <b>C.4</b>	

**BACKGROUND:**

The District is in the process of revising Board Policies utilizing the California Community College League's model policies as applicable. This Board Policy has been reviewed by the appropriate committees on campus including the President's Cabinet.

Attached are revisions to Board Policies in the Office of the President as listed below:

<b>Board Policy</b>	<b>Action</b>
1000 District Statement of Philosophy	Updated to reflect Accreditation Standards
1300 Updating the Policy Manual	Updated to reflect Accreditation Standards
1430 CEO Selection	Added to reflect League Language and Accreditation Standards
2000 Delegation of Authority	Delete –Language Reflected in BP 1240 (Delegation of Authority to Superintendent/President)
2010 Administrative Operations	Due for Board Review, no Recommended Language Changes
2030 Communications Channels & Systems	Updated Language

Board policies are presented as a second reading for Governing Board review for approval.

**RECOMMENDATIONS:**

It is recommended that the Governing Board adopt the Board Policies as revised.

Administrator Initiating Item: <b>Brian King</b>	Academic and Professional Matter	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Final Disposition  <b>Approved</b>
	If yes, Faculty Senate Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Senate President Signature		



## Chapter One: Bylaws of the Governing Board

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BP 1000

### District Statement of Philosophy

*(League BP 1200)*

#### Values

The Governing Board, Faculty, Staff and Administration of Cabrillo College affirm the following values which form the foundation of this institution. We believe that:

- Education is a necessity to a democratic society
- The quality of life is improved through education
- Learning is a lifelong process
- **The desire to learn should be encouraged**
- Community members of all backgrounds have the right to pursue their life goals through higher education
- Educational institutions must respect and accommodate the diversity of individual backgrounds, abilities and interests, **and ensure the integrity of institutional actions in all matters.**

#### Mission

Cabrillo College is a dynamic, diverse and responsive educational community dedicated to helping all students achieve their academic, career, and personal development goals.

The Cabrillo College Mission Statement expresses the general purposes for which the college exists. It is intended to embody the collective values held by the members of the college.

#### Vision Statement

Cabrillo College is passionate about developing critical thinking, honing oral and written communication and enhancing global awareness, while cultivating personal and professional responsibility in our students. Exploration, innovation, creativity, and implementation of a variety of teaching methods, including technology literacy, are hallmarks of our approach to learning. We help students of varying skill levels achieve their potential, and consider everyone in the college part of a community of learners who are treated with dignity and respect. Cabrillo College supports a climate of diversity, self-empowerment and sustainability, with a strong sense of social justice.

As an integral part of Santa Cruz County, Cabrillo College is an accessible gateway to prosperity that provides education for all, supporting the local economy and improving economic vitality. We serve students who have goals of transfer, career preparation, basic skills, personal fulfillment and retraining through an inclusive and effective learning environment. Students will leave with greater knowledge and a richer expectation of themselves.

The mission and visions statement are evaluated and revised on a regular basis.

#### Goals

To accomplish our mission, specific goals will be established as part of an annual planning process which also will set priorities among goals.



## Chapter One: Bylaws of the Governing Board

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*Legal Reference: None*

Accreditation Standard I

Adopted: March 7, 1988

**Revised: February 6, 2012**

**Revised: January 14, 2013**



## Chapter One: Bylaws of the Governing Board

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BP 1300

### Updating the Policy Manual

The Superintendent/President or designee, under the director of the Governing Board, shall be responsible for developing and updating the **Board Policies Manual** on a continuing basis.

~~Annually,~~ The Governing Board shall review its **Board Policies Manual** **within a six year review cycle, in line with other college planning cycles.** ~~based upon reports from the Superintendent/President on the content and effectiveness of the policies.~~

Legal References: None

**Accreditation Standard IVB**

Adopted: February 1, 1988

**Reviewed: January 9, 2011**

**Revised: January 14, 2013**



## Chapter Two: Administration and Organization

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**BP 2000**

Delegation of Responsibility

~~The laws of the State of California provide that the District Governing Board shall be responsible for directing and evaluating the programs of the College. Acting in this capacity, the Governing Board is responsible for adopting the policies which guide all activities within the District. Once having done this, the Board delegates to its Executive Officer, the Superintendent/President, complete responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action, and to perform all duties specifically required or assigned to the Superintendent/President in the Education Code. The Superintendent/President may delegate any duties and powers entrusted to him/her by the Board, but he/she shall be specifically responsible to the Board for the execution of such delegated powers and duties.~~

Legal Reference: None

Adopted: February 1, 1988

**Retired: January 14, 2013**



## Chapter Two: Administration and Organization

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**BP 2010**  
Administrative Operations

In administering District policies, the Superintendent/President shall be guided by the knowledge that the Governing Board values an open interchange of ideas among all employees of the District. Nothing herein shall be interpreted as intended to interrupt free and open flow of ideas and assistance among personnel at every level.

The following principles shall govern the administrative operations of the District:

1. Responsibility shall flow simply and clearly from students through faculty, administrators, and the Superintendent/President to the Governing Board.
2. Each member of the staff shall be advised as to whom he/she is responsible, and for what functions and duties.
3. Each staff member shall be advised as to whom he/she can appeal in case of disagreement with the person to whom he/she is responsible.
4. Each staff member shall be kept advised of the policies, functions, and progress of the District.
5. Each staff member shall be evaluated in accordance with appropriate negotiated agreement procedures or on an annual basis.

Legal Reference: None

Adopted: February 1, 1988

**Reviewed: January 14, 2013**