

**CONFLICT OF INTEREST CODE FOR THE  
CABRILLO COMMUNITY COLLEGE DISTRICT**

**AR 1090**

Administrative Regulation 1090 incorporates the Content of Title 2, Division 6, section 18730 of the California Code of Regulations, “Provisions of Conflict of Interest Codes.” As dictated by the Code, the District has designated positions within the College that make or participate in making governmental decisions that may foreseeably have a material effect on any financial interest. The corresponding disclosure categories are also listed below for each designated position and a description of these categories is listed on the following page.

<b><u>Designated Employees</u></b>	<b><u>Disclosure Categories</u></b>
Members of the Governing Board	All
Student Trustee	All
Superintendent/President	All
Assistant Superintendent/Vice President, Business Services	All
Assistant Superintendent/Vice President, Instruction	All
Assistant Superintendent/Vice President, Student Services	All
Associate Vice President, Information Technology	All
Director, Facilities, Planning and Purchasing	All
Division Dean	3, 4
Dean, Instructional Development	3, 4
Dean of Instruction, Career Education and Economic Development	3, 4
Dean of Student Services	3, 4
Athletic Director	3
Director, Business Services	3
Director, Maintenance & Operations	3
Director, Marketing & Communications	2
Student Health Services Director	3
Program Chair, Culinary Arts & Hospitality Management	3
Bookstore Manager	2 & 3
Manager of Technology Applications	3

The following are categories for designated employees:

- Category 1: All interests in real property in the State of California, as well as investments, business positions and sources of income, including gifts, loans and travel payments.
- Category 2: All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, construction, engineering, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the District.
- Category 3: All investments, business positions, and income, including gifts, loans and travel payments, from sources that provide leased facilities, construction, engineering, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.
- Category 4: All investments, business positions and income including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the District.

#### **Consultant Disclosure Category**

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

*The chief executive officer may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties, and based upon that description, a statement of the extent of disclosure requirements. The chief executive officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.*

Adopted: November 7, 1994

Revised: November 6, 2000

Revised: December 6, 2004

Revised: August 7, 2006