

2410

Administrative Regulation

PROCESS FOR FORMULATION OF ADMINISTRATIVE REGULATIONS AND BOARD ASSESSMENT OF POLICIES

A. PROCESS FOR FORMULATION OF ADMINISTRATIVE REGULATIONS

If it is recommended that an administrative regulation is necessary to be developed or revised so as to assure board policy is achieved, the recommendation will be presented to the Campus Executive Committee. The Campus Executive Committee will determine which standing committee(s) should review and comment on the proposed new or revised administrative regulation. Any proposed new or revised administrative regulation shall receive two readings at Campus Executive Committee before a final recommendation is made prior to enactment by the Superintendent/President.

B. PROCESS FOR BOARD ASSESSMENT OF POLICIES

To assist the Board of Trustees in its three-year cycle of assessment of board policies there will be an initial review by the appropriate college governance standing committee: Campus Executive for Chapters 1 and 2 policies; Administrative Affairs for Chapter 3 policies; Academic Affairs for Chapter 4 policies; Student Affairs for Chapter 5 policies; and Administrative Affairs for Chapters 6 and 7 policies.

The designated standing committees, and Academic Senate when policies address an academic and professional matter, will review each designated policy and determine, as applicable, if the policy remains relevant and is necessary to: meet State and Federal laws and regulations; meet accreditation standards; maintain institutional effectiveness and efficiency; ensure the quality, integrity, and improvement of student learning programs and services and the resources necessary to support them; and/or help the college fulfill its mission.

If a standing committee or the Academic Senate finds a policy should be deleted or amended due to its review of the criteria, the committee shall make its recommendations to the Campus Executive Committee prior to March of each year. The Board of Trustees shall receive the assessment and recommendation for board discussion and action through the Superintendent/President.

Reference:

- Education Code Section 70902
- Accreditation Standard IV C5 & C7 (2014)

See Board Policy 2410

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