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Board Policy

**CONFLICT OF INTEREST**

**A. DISTRICT'S CODE OF CONDUCT DEFINITION**

- a. A conflict of interest is defined as a board member's or employee's business and/or financial involvement in an outside business, product, or profit-sharing interest, which might either conflict with the board member's or employee's duty to the District or adversely affect the board member's or employee's actions in the performance of his or her responsibilities.
- b. It is the District's policy that board members and employees do not engage in business conduct which will conflict with the fiduciary interests of the District. Conflicts of interest relate not only to individual board members but also to their families and associates.

**B. CONFLICT OF INTEREST AND DISCLOSURE CODE**

- a. The Conflict of Interest and Disclosure Code as supplied by the Board of Supervisors of the County of Los Angeles and appropriately modified shall be the adopted Conflict of Interest and Disclosure Code of the District. Persons in designated positions shall be required to file annually.

**C. CONFLICT OF INTEREST/PRINCIPLES**

- a. A board member who has a remote interest in any contract considered by the Board of Trustees (Board) shall disclose his or her interest during a board meeting and have the disclosure noted in the official board minutes. The board member shall not vote or debate on the matter or attempt to influence any other board member to enter into the contract.
- b. If the college administration is aware of any potential financial conflict of interest that may exist for a board member, the Superintendent/President will assume an affirmative responsibility to notify the board member of the potential conflict.
- c. A board member shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with or inimical to his or her duties as an officer of the District. Board members shall resist temptation or pressure to use their positions as board members to benefit themselves or other individuals or agencies. Board members exercise vigilance to ensure that they are in compliance with federal and state laws and with college regulations regarding disclosure of business activities that affect the business relationships or hiring policies of the college.

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- d. Upon leaving the Board, former members shall not, for a period of one year, be employed by the District, act as an attorney, agent, or otherwise be employed or represent for compensation any organization or others appearing before the Board. (Government Code 87406.3)
- e. Board members are encouraged to seek counsel from the District's legal advisor in every case where any question arises.

References:

- Government Code Sections 1090, et seq.; 1126; 87200, et seq;
- Title 2, Sections 18730 et seq.

Administrative Regulation: None

Revised 3/20/06; 10/15/07

Reviewed 12/02/14; 8/07/17; 1/31/20